

SAMI A. MAHMOUD

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Cover Letter

Dear Gents.

I am a self-motivated and energetic individual, with superb interpersonal skills who is driven by a strong desire to achieve results and improve the standards of quality. I work effectively as part of a team and have a good level of emotional intelligence along with superb strategic thinking, leadership and organizational skills.

Through my long and varied experience, I have been fortunate to use all my knowledge as an industrial engineer in managing operations, materials, production and quality, as well as in project management through technical projects and through one of the construction projects within Aramco, as well as Waad Al Shamal project.

At present, I am a Quality Manager with Equipment & Technical Services Company (ETECHS), one of the reputable integrators of Security and Fire Fighting Systems, where I am primarily responsible for identifying areas for performance improvement. I act as a change agent to support and drive the business forward and am not afraid to challenge the status quo if I feel it is hindering progress.

I come to you with a solid background in the quality and governance fields. Furthermore, I have a proven track record of increasing quality standards and ensuring that all staff under me pull together to raise the bar.

On a personal level I am humble enough to escalate issues and seek assistance when I need to. I possess superb communication skills and can quickly establish rapport and credibility with managers and staff at all levels. In addition to this I am a strategic thinker who has the ability to understand the bigger picture and foresee wider implications of decision making.

If you find me to be a suitable person for your position then do not hesitate to contact me by phone, letter or email.

Finally, thank you very much for taking the time to read my application.

Yours sincerely,

Sami Mahmoud

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Summary

High-energy Manager successful in building and motivating dynamic teams. Promotes a company culture in which staff members feel comfortable voicing questions and concerns, as well as contributing new ideas that drive company growth

Work History

April 2017 – Present

Equipment & Technical Service Co. (ETECHS) Quality Department Manager

1. Responsible for Establishing, Maintaining and continually develop the Quality Management System, Environmental Management System & Occupational Health & Safety System
2. Monitoring the performance of the Security Integration Projects, Maintenance Projects in terms of Quality and Operations
3. Establish and monitor the Project Quality Plans including ITPS and relevant activities.
4. Effective communications with customer to resolve any issue, either technical or ethical.
5. Develop the Employee Handbook, to ensure implementation of company policies and procedures
6. Coordination with Governmental Bodies, such as the High Commission of Industrial Security (HCIS), to ensure compliance with the latest issue of Directives (Security & Fire Fighting)
7. Operations Assessment, logistics, and performance measures and analysis based on KPI's.
8. Coordination with Certification Bodies, to perform the surveillance and certificate renewal audits.
9. Training Management for all departments.
10. Training staff in terms of Quality Management, and other managerial issues.
11. Monitor the departmental performance periodically, and ensure the proper tracking of achieving objectives.

April 2016 – September 2016

Specialized Projects Company Operations & Development Manager (Ready Mix & Quarry)

1. Responsible for Production Planning, Maintenance, Sales, Quality Control.
2. Responsible for the Supply Chain Cycle, starting from Production Forecasting to arrangement with suppliers for purchasing the raw materials to arrangement with maintenance and stores to ensure the continuity of all processes smoothly without any interruption. Additionally, continuously exploring the market to ensure the supply with the lowest cost and best price.
3. Set the budget and monitor performance of activities accordingly.
4. Administrate & prepare the strategies for all company operations including: Production, Maintenance, Quality Assurance, Quality Control, Sales, Procurement, and optimize the processes to meet the company objectives in the Ready-Mix and Quarry.
5. Support the researches on each process to ensure the optimal utilization of the process sequence and resources to ensure the best quality and service delivered to customer with the optimal cost and highest profit.
6. Conduct necessary Market Studies to support the expansion strategies of the company.
7. Set the KPI's to measure the performance of each operation and continuously develop them.
8. Conduct the necessary analysis for each process and report to the owners.
9. Arrange the necessary coordination with suppliers and customer to ensure effective communication & performance of the logistics between all sides.

Aug. 2015 – March 2016

Sliman Saleh Al-Mohileb & Sons Holding Co. Operations & Development Manager

1. Administrate & prepare the strategies for all company operations including Production, Maintenance, Quality Assurance, Quality Control, Sales, Supply Chain, and optimize the processes to meet the company objectives in the Ready-mix.
2. Support the researches on each process to ensure the optimal utilization of the process sequence and resources to ensure the best quality and service delivered to customer with the optimal cost and highest profit.
3. Conduct necessary Market Studies to support the expansion strategies of the company.
4. Set the KPI's to measure the performance of each operation and continuously develop them.
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6. Arrange the necessary coordination with suppliers and customer to ensure effective communication & performance of the logistics between all sides.

Aril 2014 - June 2015 **Mohammed Ali Al-Swailem for Construction Materials (MASCO-CM) Riyadh**
Corporate Development Manager

1. Administrate the Quality Assurance, Marketing & Business Development, and Continual Improvement departments.
2. Develop the Corporate Structure based on identification of manpower needs and expertise lacks to ensure effectivity.
3. Develop the Authority Matrix
4. Develop the compensation & Benefit system, and direct the implementation
5. Prepare the manuals of the QMS, lead the implementation & Process improvement, and gain the ISO 9001:2008 Certificate.
6. Monitor and analyze the QMS performance through Quality Objectives and Smart Business Indicators.
7. Develop Strategic Business Plan and roadmaps for the growth and expansion and prepare the budget.
8. Analyze trends, including competition, market, and regulatory/compliance
9. Coordinate the new market development, including new vertical and geographical expansion.
10. Ensure the company brand is perceived in the Market and arrange for business gifts and company-branded items.
11. Optimize the company's use of resources to achieve profitability.

Jan.2013 - Mar. 2014 **Saudi Readymix Concrete Co. Ltd.** Khobar, KSA
Integrated Management Systems Manager

1. Manage of the Quality Management System, Occupational Health & Safety System and the Environmental Management System (EMS).
2. Communicate with the PME, ARAMCO, MODON and other authorities and ensure compliance with their standard requirements in all company factories.
3. Implement the requirements of the Presidency of Mereology and Environment for 20 factories.
4. Extend the implementation of EMS ISO 14001 to 12 factories, including awareness training sessions in all factories.
5. Prepare the system analysis for the Document & Data Control System, Internal Quality and EMS Audits, and NCR analysis to the ERP administrators.
6. Start the implementation of the Six Sigma for some processes.

Jan. 2010 - Dec.2012 **Saudi Readymix Concrete Co. Ltd.** Khobar, KSA
ISO Systems Manager

1. Direct and monitor the implementation of the QMS, OHS & EMS.
2. Update the QMS manuals to comply with the ISO 9001:2008, and implement the changes throughout the company.
3. Prepare the manuals of the Environmental Management System in line with the ISO 14001: 2004.
4. Promote the awareness of the EMS by preparing and conducting training seminars and workshops throughout the company, and preparing the Environmental Management Programs to monitor the performance during implementation.
5. Implement the EMS in 15 factories and gain the ISO 14001 certificate.
6. Develop a set of objectives to measure the performance of the OHS (Occupational Health & Safety System).

Sep.2002 - Dec.2009 **Saudi Readymix Concrete Co. Ltd.** Khobar, KSA
Quality Management Representative

1. Manage and monitor the implementation of the QMS ISO 9001: 2000
2. Lead the Internal Quality Audits team, through planning and contribution in all company factories in KSA.
3. Analyze the results of the Internal Audits statistically to show the trends of performance.
4. Analyze the Smart Quality Objective related to the Operational proficiency, equipment utilization, product uniformity, and the cost of quality, to realize the performance of the QMS, and opportunities for improvement.
5. Prepare and lead the implementation of the Occupational Health & Safety Systems in line with the OHSAS 18001.

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6. Analyze the customer satisfaction through specific quantifiers and Customer Survey conducted semi-annually

Dec.1997 - Jul.2002 **Mitwalli Steel Products Co.** Jeddah, KSA
Quality & Materials Manager

1. Prepare the manuals and implement the QMS in line with ISO 9002: 1994.
2. Lead the Internal Quality Audits team, through planning and contribution, besides coordination with the Certification Body for initial and surveillance assessments.
3. Analyze the performance through results of the Internal Audits and other quality concerns such as customer complaints, and present in the Management Review Meeting, which is conducted quarterly.
4. Update the QMS to the ISO 9001: 2000 and lead the implementation.
5. Lead the committee of Production Planning in a weekly basis meeting.
6. Conduct the ABC analysis to specify the priority of each kind of raw materials (steel in coils) in the investment Plan.
7. Set the Material Requirement Plan (MRP) at the beginning of each year based on the volume forecast.
8. Lead the annual inventory counting process.
9. Design the buffer storage near each production line to ensure the continuity of material supply
10. Prepare the Inspection and Testing Plan for 24 steel profiling products based on the common standards used in the Saudi market.
11. Lead the Quality Control activities with 15 quality patrols (inspectors)
12. Classify the finished products based on the quality level.
13. Implement the Health & Safety rules in the factory.

Jan.1996 - Dec.1997 **Arabian Steel Pipes Co.** Amman, Jordan
Head of Quality Division

1. Lead the Q.C activities with 22 quality inspectors.
2. Analyze the rejection ratios and reasons, and contact the raw materials suppliers for quality issues.
3. Analyze the hot dip galvanization process through the use of multi-linear regression technique to optimize the quantity of Zinc used.
4. Classify the products based on quality.
5. Conduct research on the pipe-mill to minimize the rejection due to the weld-scratching process
6. Coordinate with the customers and other divisions to resolve the complaints. Analyze the complaints, find the root causes and present to the Management for corrective and preventive actions.

Others:

2011-2013 **QA/QC Manager** (Aramco Approved, SAP 70014214), (**freelancer**) for Aramco
Construction Project (Extension of Aramco Hospital in Udayliyah Area)

1. implement the QA/QC management system at site
2. Coordinate with quality inspections with all the site sub-contractors and vendors coordinate all nondestructive testing on site
3. Coordinate with the customers representative on all quality matters
4. Coordinate all receipt inspections
5. Distribute relevant QA/QC documentation to site subcontractors
6. Verify that the quality related site activities are in accordance with the applicable codes and standards
7. Participate in the site internal and external site audits
8. Coordinate all the quality site inspections through the site QC inspectors
9. Ensure all quality control documentation is compiled and competed for as-built hand over through the QC turnover engineer
10. Control all nonconformance reports and undertake remedial action
11. Compete site quality control instructions and action remedial responses
12. Review the customers' specification and undertake relevant training to the site QC inspector
13. Monitor the implementation of the approved site QC Plan
14. Complete and coordinate the approval of the sites QC technical submittals to the customer
15. Coordinate with the site construction manager on all quality issues Coordinate and chair the QA/QC site weekly meetings with the projects subcontractors' QC personnel
16. Elaborating inspection and test programs

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17. Ensure the safety is adhered to at site
18. Assure all technical documents relative to site quality control are statu

Education

1989 - 1995 B.Sc **Industrial Engineering**, Manufacturing & Design
University of Jordan - Faculty of Engineering & Technology, Amman, Jordan

Training courses (*the most recent*)

2020	PMP Preparation Course 6 th Edition-Earn 35 PDU PMP-Tricks	Online
2020	Supply Chain Management Specialization, 5 courses by Rutgers University, USA	Online
2020	Project Management, Expert Rating Global Certification, USA	Online
2020	Commercial Business Module Moalim Academy for Training & Consulting, Jubail	KSA
11-14 Nov. 2013	Management & Leadership Program, Lead Jordan via University of Science & Technology,	KSA
28-29 April 2013	Finance for Non-Finance, In-house Training, Saudi Readymix Academy,	KSA
30 March-3 April 2013	Training of Trainers (TOT), The Saudi Academy,	KSA
1-30 May 2012	Six Sigma (Green Belt), Expert Rating,	India
23-27 January 2010	IRCA Registered Lead Auditor (OHSAS 18001: 2007), LRQA,	KSA
16-20 May 2009	IRCA Registered Lead Auditor (ISO 9001: 2008), LRQA,	KSA
23-24 May 2006	IRCA Registered EMS Internal Auditor (ISO 14001 series), Al-Khorayef Management Systems,	KSA

Memberships

1. Saudi Council of Engineers, Professional Engineer, October 2010
2. American Concrete Institute, Active Member, January 2008
3. Jordan Engineers Association (JEA), February 1995

Personal Information

Born January 10th, 1971 in Amman | Nationality: Jordan | Marital status: Married