



Mahmoud Hassan

Personal Information

Nationality: Egyptian
Address: Maadi
Military Service: Exempted

Objective

- Work well under pressure (resilient)
- Effective listening
- Experienced
- Multi-Tasking
- follows directions
- Fast team environment (Teamwork)

Education

Faculty of Arts-Cairo University

Qualification: Bachelor of Arts
Graduation Date: 1st May2003

Experience

2016-2021 Warehouse Specialist

On Net Channels Co. Saudi Arabia

Achievement

- Monitoring Quantity based warehouse stock transaction to ensure a reduction in SAP Business one
- Range of coverage Material Quantity and Material Movement transaction thru System
- Daily Report about Stock Receipts, Good Issue, Material Consumption

2012-2015 Senior Store Keeper

On Al Othman Industrial Marketing Co. (IMCO) Al- Dhahran Saudi Arabia

Achievement

- Maintain updated and accurate records of inventory, including Physically Available and Physically Reserved and Ordered and cycle counts accordance to Axapta Data System
- Tracking Sheet Record of accuracy, Purchase, and return Journal items as well as defective items to inform QC
- prepare inventory report weekly reviewed by warehouse manger

2010-2011 Admin Land Field Crew

On WesternGeco-Egypt

Achievement

- Manage risk at the work site and oversee and maintain crew safety alongside leaders
- Complete accurate and detailed documentation of time sheets.
- Help with campout logistics for crews, including gear and food packing, shuttling and cleaning.

2006-2009 Customer Service Representative

On Emirates International Restaurants Dubai

Achievement

- Worked passionately in customer service in a high-volume restaurant.
- Completed the F.A.S.T. customer service training class.
- Maintained a high tip average thanks to consistent customer satisfaction.

Training Courses

- Present of Quality Assurance Assessment organized by Schlumberger Egypt
- Present of Microsoft Dynamics AX completed knowledge Supplies and deliveries

transaction organized by IMCO Co

- Present of Remedy Service Management Suite V9.Overview End User organized by Etihad Atheeb Telecom Company
- Present of SAP Business one completed knowledge Supplies and deliveries transaction organized by Net Channels Co
- Present of Oracle WFMS Workflow Management System completed knowledge Supply room delivery transaction organized by Saudi Telecom STC
- Participant in WesternGeco- Schlumberger Egypt Training Workshop for Administrative Skills and Time Management with Work Stress

Computer Literate

- MS Office. Word, Excel, Outlook, PowerPoint. OneNote, Access
- Spreadsheets. Excel, Google Drive, OpenOffice. Pivot tables, comparative analyses, link to database, macros, sensitivity tables, vertical lookups
- QuickBooks. Expense tracking, accounts payable, invoicing, cash flow management, employee time tracking, reports, payroll

Language

- English
- Professional working proficiency

References

- Net Channels Current employer
- Ziyad Yahya Abdelqawi-Mob# +966599652258
 - Availability: I can start for work as soon as possible