

# MOHAMED ABDAL HAMEED

**Store & Warehouse Manager - Inventory Control Specialist - Logistics Operations**

 Khartoum, Khartoum State, Sudan

 +249915151671

 [wad\\_abdalhameed@yahoo.com](mailto:wad_abdalhameed@yahoo.com)

<https://www.linkedin.com/in/mohamed-abdelhameed-465649376>

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## Key Achievements:

- Reduced shipment clearance time by streamlining coordination with customs authorities and brokers, cutting delays by up to 20%.
- Improved warehouse inventory accuracy to over 98% through better documentation
- Trained and supervised warehouse staff, increasing productivity and compliance with company policies.
- Negotiated with suppliers and service providers, achieving cost savings in spare parts procurement and vehicle maintenance.

## Work History

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AL-Afrah Tobacco and Cigarettes Factory – Khartoum, Sudan

### Assistant logistics coordinator

**Jan 2024 – Jul 2025**

- Coordinated with customs authorities and customs brokers to expedite shipment clearance.
- Prepared and processed import letters of credit (IM) for containers.
- Supervised container loading and unloading operations, ensuring compliance with safety and quality standards.
- Obtained road permits for trucks transporting goods outside the Red Sea State.
- Handled official documentation and permits from authorities such as Anti-Smuggling and tax departments.
- liaised with government offices to address urgent logistics and shipment matters.

### Store Manager

**Jan 2019 – Dec 2023**

- Managed daily warehouse operations including inventory control, stock accuracy, and coordination with production and quality teams
- Oversaw vehicle maintenance, licensing, and procurement of spare parts.
- Supervised and trained staff, maintained accurate inventory control, coordinated with production and quality teams.
- Ensured compliance with safety standards.
- Oversaw warehouse maintenance.
- optimized space utilization, and improved stock tracking systems to reduce discrepancies.

### Storekeeper

**Aug 2016 – Dec 2018**

- Received and inspected raw and packaging materials upon delivery to ensure accuracy and quality.
- Quantified and documented materials, then stored them in appropriate conditions to prevent damage or spoilage.
- Issued materials to the production hall based on official production requests, ensuring quantity accuracy.
- Coordinated daily with production supervisors, quality control, and logistics teams for smooth workflow.
- Monitored inventory levels and recorded daily changes in raw materials and finished goods.
- Maintained accurate documentation for all warehouse transactions. Enforced safety and organizational

## **Education**

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Bachelor of Computer Science

National Ribat University, Khartoum Sudan, Graduation year: 2013 — GPA: Very Good

## **Skills**

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### Technical Skills

- Inventory management
- Stock control and tracking
- Warehouse operations and documentation
- Microsoft Excel (data entry, formulas, reporting)
- Coordination with production and quality teams
- Warehouse safety and organization
- Logistics coordination and shipment clearance
- Import letters of credit (IM) processing

### Soft Skills

- Communication and teamwork
- Problem-solving and crisis management
- Leadership and team supervision
- Attention to detail
- Working under pressure
- Time management and prioritization

## **Languages**

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Fluent in Arabic

Fluent in English.