



MOHAMED AHMED ABD ELRAOUF

Operations and Management Specialist

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Address

Riyadh / Saudi Arabia

About Me

Experienced gas station professional with expertise in managing financial transactions, evaluating customer feedback, and overseeing on-site fuel delivery operations.

Skills

- Microsoft Office programs
- Project Management
- Background on cooperation with BTS Automation
- Process Optimization & Workflow Improvement
- Inventory Management & Cost Control

languages

English

Arabic

Experience

Operations Manager

2024 - NOW

Maximum Power Company . Riyadh

- Oversaw daily operations, ensuring efficient workflow and adherence to quality standards.
- Managed cross-functional teams to optimize processes, reduce operational costs, and improve productivity.
- Implemented process improvement initiatives, achieving measurable efficiency gains across departments.
- Analyzed key performance indicators (KPIs) to identify areas for improvement and drive strategic decision-making.

Management Accountant

2022 - 2024

Fuel Services Company. Riyadh

- Responsible for transportation, operation, and maintenance of the stations
- Supervising the daily operations of the gas station, ensuring customer service and employee management standards are met
- Preparing regular reports on fuel quantities sold and received at the station
- Providing timely data in accordance with facility policy.
- Prepared financial reports for various fuel operations, including refining, distribution, and retail sales.

Assistant Warehouse Manager

2015 - 2017

Logic Electronics Company . Egypt

- Maintained a clean and organized warehouse environment, ensuring safety and compliance with regulations.
- Monitored and optimized warehouse layout to improve workflow and reduce handling time.
- Ensured timely dispatch of orders to meet customer satisfaction and on-time delivery targets.

Education

Bachelor's Degree Of business administration and management

2014 - 2018

Port Said University

courses and certificates

- HR Couress
- Preparing leaders
- Extension development
- Human resources programme
- Internet and computing basic certificate IC3