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Professional Summary

Results-driven Warehouse & Inventory Manager with over 15 years of progressive experience leading warehouse operations, inventory control, logistics, and supply chain functions across Saudi Arabia. Proven expertise in establishing warehouse facilities from the ground up, including warehouse layout planning, racking system implementation, SKU coding, location mapping, inventory organization, and operational process development. Experienced in managing large-scale warehouse networks, leading cross-functional teams, optimizing inventory performance, and utilizing SAP S/4HANA and Oracle ERP to improve inventory accuracy, operational efficiency, and business performance. Strong background in developing SOPs, KPIs, cost-control initiatives, and continuous process improvement while supporting large-scale construction and industrial projects

Work Experience

Warehouses & Inventory Manager – East Delta Saudi Co. Ltd | Jeddah, Saudi Arabia | September 2021 – Present

- Led the successful establishment of nine warehouses from the ground up, including warehouse layout planning, racking system implementation, SKU coding, location mapping, and operational process development.
- Manage annual inventory valued at approximately SAR 90–95 million, maintaining strong inventory accuracy, stock visibility, and effective control across warehouse operations.
- Lead, coach, and develop a warehouse workforce of 129 employees by defining KPIs, monitoring performance, and promoting continuous improvement, contributing to a 94% improvement in operational performance.
- Develop and implement warehouse SOPs, operational policies, procedures, KPIs, and best practices to standardize activities, strengthen compliance, and improve warehouse performance.
- Manage end-to-end warehouse and inventory operations, including receiving, storage, material issuing, picking, dispatch, inter-branch distribution, and material availability for service, retail, and wholesale requirements.
- Plan inventory requirements, safety stock levels, reorder points, and material purchases in coordination with procurement, planning, and warehouse teams to prevent shortages and maintain operational continuity.
- Control obsolete, dead, and slow-moving inventory while enforcing inventory control policies to reduce unnecessary stockholding and improve asset utilization.
- Supervise ERP transactions, cycle counts, stock reconciliations, and physical inventory audits to ensure accurate real-time inventory data and timely resolution of stock discrepancies.
- Coordinate with logistics providers and internal stakeholders to ensure timely material deliveries, dispatches, and distribution across branches and operational locations.
- Manage departmental budgets and petty cash while identifying cost-saving opportunities and maintaining required operational and service standards.
- Develop company-wide logistics and warehouse strategies that support project delivery, operational excellence, cost effectiveness, and organizational objectives.
- Prepare warehouse performance reports and operational analyses for management to support informed decision-making and continuous process improvement.

Warehouses Manager – ALFOUZAN Trading & General Construction | Riyadh, Saudi Arabia | August 2010 – September 2021

- Directed warehouse and inventory operations across 16 warehouses in multiple cities throughout Saudi Arabia, ensuring standardized processes, operational efficiency, and effective material distribution.
- Managed inventory assets exceeding SAR 650 million while maintaining strong stock accuracy, asset utilization, inventory control, and material availability across multiple warehouse facilities.
- Standardized warehouse procedures, inventory control practices, operating workflows, and company policies across all locations to improve compliance, consistency, and operational performance.
- Developed warehouse performance dashboards, KPIs, analytical reports, and management reports to improve operational visibility and support data-driven decision-making by senior management.
- Collaborated with procurement, suppliers, logistics providers, planning teams, and construction project teams to secure materials and align delivery schedules with project requirements.
- Monitored inventory levels and established minimum stock, maximum stock, safety stock, and reorder points to reduce shortages, prevent overstocking, and support uninterrupted project execution.
- Managed stock control activities and reconciled physical inventory with ERP and warehouse data systems to ensure accurate stock records and timely system transactions.
- Planned warehouse workforce requirements, assigned responsibilities, monitored service quality, appraised employee performance, and supported staff development through structured KPIs and performance reviews.
- Supervised purchasing-related inventory activities, tracked purchase orders and deliveries, investigated supply or inventory issues, and coordinated corrective actions with relevant departments.

- Improved warehouse performance through continuous process optimization, stronger inventory controls, improved reporting capabilities, and effective implementation of operational best practices.
- Ensured materials were received, stored, issued, transferred, and distributed in accordance with approved warehouse procedures, project schedules, and documentation requirements.

Senior Inventory Controller – Zaid El-Hussein Group | Riyadh, Saudi Arabia | December 2007 – March 2010

- Reported directly to the Warehouse Manager and managed daily inventory control activities across multiple warehouse and operating locations.
- Maintained regular coordination with stores and internal departments regarding new items, brand changes, stock movements, branch requirements, material transfers, and warehouse location adjustments.
- Monitored minimum and maximum stock levels to ensure appropriate replenishment, maintain material availability, and minimize shortages and excess inventory.
- Prepared inventory corrections, stock adjustments, and system transactions for approval while maintaining accurate inventory records and resolving discrepancies.
- Reconciled store-in, store-out, transfer, and location movement transactions to ensure accuracy of material balances across multiple warehouses.
- Supported physical inventory counts and assisted internal and external auditors by providing inventory records, reconciliations, and supporting documentation.
- Prepared and processed documentation for material transfers within Riyadh and other regions, including sensitive and high-priority requirements such as materials assigned for Royal visits.
- Investigated inventory variances and coordinated corrective actions with warehouse and store teams to maintain reliable inventory data and effective stock control.

Accountant – Namaa for Information System of Management & Economy | Egypt | June 2005 – October 2007

- Reported directly to the Chairman and Managing Director while supporting financial accounting, inventory reporting, procurement coordination, and operational administration.
- Reviewed general journal entries and ledger postings to verify the accuracy, completeness, and proper classification of accounting transactions.
- Maintained organized financial records and supported the preparation of reliable financial and inventory information for management review.
- Coordinated with the procurement department regarding material requests, purchasing requirements, delivery schedules, project needs, and resource availability.
- Oversaw site office mobilization and stock requisition activities to ensure appropriate allocation and timely availability of materials and operational resources.
- Monitored purchase orders, pricing, material deliveries, and procurement progress to ensure alignment with approved requirements and project schedules.
- Prepared and submitted monthly, quarterly, and semi-annual stock and financial reports to senior management.
- Supported the reconciliation of inventory and financial records while assisting management in monitoring material consumption, stock levels, and operational expenditures.

Education

Diploma in Modern Accounting - The American University in Cairo | 2006

Bachelor's Degree of Commerce in Accounting - University of Alexandria, Egypt | 2005

Professional Certifications

- SAP Fleet Management | Certified IT Consultants
- SAP Material Management | Certified IT Consultants
- Warehouse Management | Certified IT Consultants
- ERP Systems - SAP S/4HANA - Oracle

Skills

Personal Skills: Leadership | Team Development | Communication | Problem Solving | Decision Making | Analytical Thinking | Accountability | Coordination | Continuous Improvement | Resource Management | Presentations | Fast Typing

Practical Skills: Warehouse Management | Inventory Control | Logistics Coordination | Procurement Support | Supply Chain Operations | Stock Level Planning | Safety Stock Management | Reorder Point Management | Cycle Counting | Physical Inventory Audits | Material Distribution | Budget & Cost Control

Technical Skills: SAP S/4HANA | Oracle ERP | SAP Material Management | SAP Fleet Management | ERP Transactions | Inventory Reconciliation | Stock Data Management | KPI Monitoring | Inventory Analysis | Warehouse Documentation | Process & Procedure Development | Outlook | Excel | PowerPoint | Adobe Acrobat Pro | Information Technology

Languages

Arabic: Native | **English:** Professional Working Proficiency