

Mahmoud Mohamed Selim Omar

Phone: +966575067613

E-mail: mahmoudselim52@gmail.com

Jeddah - KSA



Career Objective

Experienced logistics professional with a progressive 6-year career path from Logistics Officer to Logistics Manager. Seeking to leverage my operational expertise, leadership skills, and multimodal logistics experience to drive supply chain efficiency in a challenging managerial role.

Education

- commerce and computer and information systems from high institute of computer and information systems.
- **Degree** : good ,graduated in 2018
- Professional Diploma in shipping & international transport from (Arab Academy for Science and Technology)

Work Experience

- Arch Global Logistics freight forwarder (KSA)

- **Position** : operation manager

From tha date of May 2025 to Untill now

- **Oversee Daily Operations:** Manage and coordinate all day-to-day shipping and logistics activities to ensure timely and efficient service delivery.
- **Team Leadership:** Supervise operations staff, drivers, , and customer service teams; ensure proper training and performance.
- **Process Optimization:** Develop and implement efficient operational procedures to improve delivery speed, reduce costs, and enhance service quality.
- **Fleet & Route Management:**Oversee vehicle scheduling, route planning, and maintenance to maximize efficiency and minimize delays.
- **Customer Service Support:** Handle escalated client issues and ensure a high level of customer satisfaction.
- **Compliance & Safety:** Ensure adherence to local and international shipping regulations, customs procedures, and safety standards.
- **Technology Utilization:**Use logistics software and tracking systems to monitor shipments, improve visibility, and streamline operations.
- **Reporting & KPIs:**Track key performance indicators (KPIs), generate operational reports, and provide insights to senior management.
- **Multimodal Logistics Planning:**Develop and manage routing plans that combine different transport modes to optimize cost and speed.
- **Fleet & Carrier Coordination:** Oversee partnerships with shipping lines, airlines, and trucking companies; negotiate rates and manage performance.
- **Customs & Regulatory Compliance:**Ensure all shipments comply with international trade regulations and customs requirements for imports and exports

-Shipment Tracking & Technology: Oversee the use of tracking systems and logistics software to monitor shipment progress and update clients.

-Risk Management & Safety:Identify risks in the supply chain and implement procedures to ensure safety, security, and contingency planning

- Jehco Olive Oil Manufacturing free zone (Egypt)

- **Position** : logistics manager

From tha date of January 2025 to May 2025

- Supply Chain Coordination: Manage the flow of raw materials, components, and finished products to ensure smooth production and delivery schedules.

- Inventory Management: Monitor and control stock levels of parts, tools, and machinery to avoid shortages or overstock.

- Procurement Support: Collaborate with the purchasing department to ensure timely and cost-effective sourcing of materials and components.

- Warehouse Operations: Oversee storage, organization, and safety procedures in warehouses.

- Shipping & Distribution: Plan and coordinate local and international shipments of finished machines to customers.

- Logistics Cost Optimization: Analyze and reduce transportation and storage costs while maintaining efficiency.

- Customs & Documentation: Ensure compliance with export/import regulations and prepare necessary shipping documentation.

- Team Supervision: Lead logistics staff, drivers, and warehouse workers, ensuring productivity and adherence to procedures.

- Coordination with Production Align logistics plans with production schedules to ensure timely delivery of required parts

- universal polymer (United Arab Emirates)

- **Position** : logistics supervisor

From tha date of June 2024 to december 2024

About my job

- Strategic Planning: Develop and implement logistics strategies to optimize supply chain operations.

- Shipment Coordination: Oversee inbound and outbound shipments, ensuring timely delivery and compliance with UAE regulations.

- Customs Clearance: Manage customs procedures and documentation for smooth import/export operations.

- Inventory Management: Monitor stock levels and coordinate with warehouses to ensure proper storage and distribution.

- Team Leadership: Supervise logistics staff and collaborate with procurement, sales, and other departments.

- Vendor Relations: Negotiate with shipping lines, transport contractors, and suppliers to secure cost-effective services.

- Regulatory Compliance: Ensure all logistics activities comply with UAE trade laws and international standards.

- Performance Monitoring: Analyze logistics data to improve efficiency, reduce costs, and enhance customer satisfaction.

- Crisis Management: Address and resolve any issues related to delays, damages, or supply chain disruptions

- Alexandria For Polymer Industries (MD International Group Private free zone (Egypt)

- **Position** : Logistics supervisor

From the date of August 2021 to June 2024

About my job

- Receives shipping documents after completing the shipping process (e.g., invoice and packing list).

- Transfers the bill of lading to the General Investment Authority for issuing the "External Incoming Declaration."

- Delivers the acknowledgment to the customs clearance office to initiate clearance procedures and follows up on shipment movement.

- Coordinates with stores and Customs Authority for goods inspection after clearance is complete.

- Notifies the General Investment Authority of goods arrival to pay inspection fees and files inspection reports.

- Prepares exchange requests for inspections and submits them with necessary documentation.
- Issues Shipping Declarations based on Proforma Invoices and coordinates booking with shipping lines.
- Searches for transport contractors and informs relevant departments of loading dates in line with regulations.
- Prepares export documents (commercial invoice, packing list, work order) and coordinates with the Investment Authority for the export certificate.
- Confirms loading details with relevant authorities and submits inspection fees, receiving the inspection report.
- Sends the VGM (actual goods weight) to the shipping line and requests the Draft Bill of Lading.
- Shares the draft with Sales for customer confirmation and obtains the final Bill of Lading marked "Shipped On Board."
- Submits the Bill of Lading, invoice, and packing list to the Investment Authority for the "Certificate of Origin."
- Shipment Management: Coordinate and monitor inbound and outbound shipments to ensure timely delivery.
- Documentation: Prepare and manage shipping documents, including invoices, packing lists, and bills of lading.
- Customs Clearance: Assist in customs clearance processes by providing necessary paperwork and following up with agents.
- Communication: Liaise with suppliers, transport companies, and internal teams to track and resolve shipment issues.
- Inventory Control: Monitor inventory levels and ensure accurate stock records in collaboration with warehouse teams.
- Vendor Coordination: Work with freight forwarders and carriers to negotiate rates and confirm bookings.
- Compliance: Ensure logistics activities align with company policies, safety standards, and regulatory requirements.
- Tracking and Reporting: Track shipments and update stakeholders on delivery timelines, delays, or issues.
- Cost Management: Assist in optimizing transportation costs and reducing overall logistics expenses.
- Problem Solving: Address and resolve any discrepancies, delays, or logistical challenges as they arise

- Al-Emad Shipping Company (egypt)

- **Position** :Shipping Specialist & Saled Operation

From the date of March 2019 to July 2021

About my job

- Coordinating the shipment of goods in and out of the company's warehouses
- Reviewing shipments data and papers required for customs clearance operations
- Entering shipments data into the company's database
- Supervising the loading and delivery of shipments
- Performing some general administrative tasks
- Communicating with clients and loyalists
- Creating a database for current and potential customers, agents and distributors.
- Sending emails to potential customers, contacting them, and communicating with them until they become permanent customers of the company.
- Raising posts on social media to achieve expansion and spread for the company in the field of selling products
- Conducting advertising campaigns for the company in order to spread the name of the company and achieve a wide return in the sales sector
- Writing sales offers and sending them to potential customers after presenting to the management.
- Answering incoming telephone calls to the sales department, transferring them to the concerned persons and documenting them
- Keeping offers and documents in their appropriate files, as well as keeping and arranging files in an organized manner that is easy to refer to when requested or needed.
- Receiving customer requests, responding to their inquiries, and achieving customer satisfaction.
- Presenting freight rates to the company's customers.

Technical Skills

- Reporting and Presenting: MS® Office. (Word™, Excel™, and PowerPoint™, Outlook).
- Ability to recognize and check official documents used.
- Hunt and win new sea logistics import, export and customs and transportation
- Develop and retain existing customer base.
- Develop expert market knowledge on key focus trades, carriers, routings, sailings, etc.
- Determining and executing the business strategy.
- Monitoring the market trends to identify new business opportunities', localizing global Sea Logistics products to meet and exceed local market expectations.
- Setting and managing carriers, managing carrier's contracts, rates negotiations and bilateral processes in alignment to the framework of the global preferred carrier program.
- Daily follow-up and update for all the shipments and the delivery schedules..
- Responding to daily requests from all the customers and ensure replying back within accepted time achieving maximum satisfaction for the customer.
- following booking with shipping lines
- Daily follow up with the different concerned internal departments in order to ensure achieving the projects monthly plan .
- Daily follow-up and update for all the shipments and the delivery schedules.
- Working closely together with the Sales department, providing product-related information.
- Participating in presentations to customers.
- Coordinating and communicating shipment delivery requirements.
- Responsible for timely, accurate and complete record keeping.

Performance indicators

- Shipping rates
- Speed of performance and no delay
- Accuracy of papers and documents and accuracy of details implementation
- Number and value of fines due to inaccurate papers / documents / delivery times
- Follow up on the implementation of the procedures

Languages

- V.Good command of English .
- Arabic (Mother tongue).

Personal Skills

- | | |
|---------------------------------------|-----------------------------------|
| - Building trust | - Motivation of Subordinates |
| - being customer-oriented | - Guidance of Subordinates |
| - Continuous learning and development | - Development of Subordinates |
| - being quality-oriented | - Quantitative Thinking |
| - Adjustment (Flexibility) | - Commercial Orientation |
| - Planning and Organizing | - Convincing |
| - Excellent Command of Details | - Stress Management |
| - Problem Solving and Analysis | - Photographer and Graphic Design |

Personal Information

- Date of birth : 8/10/1993 – Alexandria, Egypt.
- Marital status : Single. Military service: Completed



الأكاديمية العربية للعلوم والتكنولوجيا والنقل البحري
Arab Academy for Science, Technology & Maritime Transport

Professional Diploma

The Arab Academy for Science, Technology
& Maritime Transport

International Transport & Logistics Institute

Certify That

Mahmoud Mohamed Selim Omar Morsi

Has successfully completed the professional diploma in

Shipping and International Transport Management

From : 26 September 2022 To : 4 March 2023



Date : 14/06/2023

No. 779/23

Reg. 1225016422



Prof. Mohamed Essam Khedr

Dean of Admission & Registration

Patent #5,636,874

TouchSafe®



MetallicSafe® Patent 5,704,661