

# Shahd Nagi Yousif

Logistics and Operations Manager / Project Manager

19<sup>TH</sup> Amarat | Khartoum | Sudan

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## Profile

Highly focused, confident, dedicated and committed Operations/ Logistics/ Projects Manager with a diversified skill set, with excellent communication skills gained through partnership with both local and overseas companies. Thrive in a team environment and is a results-based planner.

## Experience

### **1. Head of HAL Operations - HAL ADVANCED PROJECTS CO.LTD**

(1<sup>st</sup> September 2019 - 30<sup>th</sup> November 2019)

#### ***Accountabilities, Responsibilities and main Duties***

- Monitoring teams in different HAL subsidiaries.
- Supporting Sales team.
- Recruiting showroom staff for HAL stores across the city.
- Completing monthly cash flow forecasts for approval by finance department.
- Ensuring the availability of sufficient quantities of stock in warehouse.
- Maintaining Business to Business relations with stakeholders.
- Undertake overseas procurement of products.
- Developing detailed reports to senior administration.

### **2. Chief Operations Officer - WINJY Enterprises**

(16<sup>th</sup> March 2019 - 16<sup>th</sup> June 2019)

#### ***Accountabilities, Responsibilities and main Duties***

- Creating programmes for different departments of the organization and maintaining their progresses.
- Working with operational team to reach task completion.
- Coordinating venues, logistics for varies programmes conducted by WINJY and her subsidiary companies.
- Insuring that each individual programme is delivered on its schedules with all its services provided accordingly.
- Supporting other administrative departments by creating and maintaining activity budgets monitoring spreadsheets.
- Developing detailed reports to senior administration.
- Reviewing daily reports received from operational team and escalating risks.

### **3. Product Manager and Project Manager - Systems Technologies**

(20<sup>th</sup> May 2018 – 10<sup>th</sup> March 2019)

#### ***Accountabilities, Responsibilities and main Duties***

- Identifying stakeholders and developing stakeholder's management grid.
- Presenting security solutions to local stakeholders (Vision Valley, Al Baraka Bank, Zain, The Bank of Khartoum, etc.) and maintaining their available Surveillance Systems.
- Assigning technical teams to stakeholder's locations for project implementation phase.
- Monitoring technical teams in progression phases.
- Awareness of all products available, all the features and specifications in broad details

- Applying products to specific projects according to customer's requirements.
- Drawing out cameras and security surveillance products locations on project soft blue prints
- Applying for tenders advertised in local media and involvement in local projects with products available.
- Maintaining projects until customer satisfactions
- Communication with overseas stakeholders in China and the Middle East on product's procurement and stock sustainability.

#### **4. Pre-Sales Engineer - Systems Technologies**

(1<sup>st</sup> December 2017 – 19<sup>th</sup> May 2018)

##### ***Accountabilities, Responsibilities and main Duties***

- Surveillance of project locations
- Maintaining communication between Sales and Technical teams

#### **5. Operations Manager – Benchmark Marketing Company**

(1st January 2016 – 31 December 2017)

- Analyse current marketing initiatives to measure effectiveness and potential for improvement.
- Oversee the creation and implementation of new initiatives based on business needs.
- Compile and present reports during weekly management meetings.
- Lead a team of 2 coordinators to support all events carried out within the marketing department including logistics, budget and timelines
- Oversee events management and design events based on the business needs
- Oversee the development and implementation of social media initiatives.

#### **6. Operations Assistants - Ashraf communication Group, Afromax subgroup, MaxStore showroom**

(10<sup>th</sup> January 2015 – 20<sup>th</sup> November 2015)

##### ***Accountabilities, Responsibilities and main Duties***

- Coordinating products and their procurement with supply chain department.
- Managing financial earnings with finance departments.
- Preparing weekly reports of showroom activities.
- Conduction visitations for stakeholders to be introduced to showrooms products and services.
- Applying for tenders advertised in local media and involvement in local projects with products available.

#### **7. University of Medical Sciences and Technology: Trainee**

(1<sup>st</sup> November 2014 – 28<sup>th</sup> February 2015)

##### ***Accountabilities, Responsibilities and main Duties***

Trainee at the Networking department of the University

- Creating Vlans for different departments and maintaining their traffic
- Creating access lists and authorizing IP web accessing

## **Education**

- **Interior Design Postgraduate Diploma, British Academy, London, UK – May 2018 to present**
- **University of Medical Sciences and Technology - 2014**  
*Degree: MSc Computer Science*

- **Holm English Medium Elementary School** - Secondary School IGCSE certificate - 2009

## Achievements and Professional Courses

- **CCNA accreditation**  
Completed course entitled Cisco Certified Network Associate
- **NGO Management and Design Course**
- **IELTS** - British Council (Overall Band Score 7.0)  
Listening 8.0  
Reading 7.0  
Writing 6.0  
Speaking 7.5
- **Best Project Award - University of Medical Sciences and Technology 2014**  
Created a website as a Moodle for the Universities' communication between students and their lecturers for the assessment work, lectures, course material and reference books.

## Computer and Design Skills

- Excellent skills in Microsoft Office (Microsoft Word, Microsoft Excel, Microsoft PowerPoint)
- Microsoft Windows
- AutoCAD designing
- AutoCad Design
- SketchUp
- Technical Drawing

## Languages

English: Fluent (writing, speaking, listening)

Arabic: Fluent

## Other Skills

Quick Learner and details oriented

Team work and individual efforts

Work well under pressure

## References

Name: Dr. Mohamed Ezzeldin A.Bashir

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*More referencing is available if needed.*