



## Ahmed Seddek abdel Samie Ahmed

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### ABOUT ME

I am a consistent, hardworking, highly motivated person, I enjoy working with the public, I feel that I am a friendly, outgoing, and dependable person. I feel it is crucial to demonstrate the importance of my job duties and expectations. I am looking to improve my position in the workforce, expand my knowledge and skills. I am also looking to establish long-term employment in a friendly environment.

### WORK EXPERIENCE

#### Assessment and Quality Senior Specialist

**Ministry of Planning and Economic Development** [ 01/05/1987 – Current ]

**City:** Cairo

**Country:** Egypt

**- Business or sector:** Public administration and defence; compulsory social security

- Setting plans for the whole assessment process from receiving submission documents from contenders to the announcement of results.
- Establishing policies, procedures, and work instruction for Award's quality assurance system to ensure uniformity and improve performance.
- Screening and setting selection criteria for facilitating the selection of participating service providers in the assessment phase.
- Setting selection criteria for assessors prior to the assessment phase and generating a formal database for communication.
- Selection of team leaders and quality assurance team as a part of the assessment team.
- Reviewing and updating Assessment criteria whenever needed.

## Hypermarkets Quality Manager

**Majid Al Futtaim Retail - Carrefour** [ 01/08/2016 – 01/05/2019 ]

City: Cairo

Country: Egypt

- Establishing and Updating Quality and Food safety management system (Objectives, policies, procedures .....).
- Develop, communicate, implement annual SMART Objectives to be aligned with the corporate strategy.
- Coordination, negotiation, and controlling Carrefour accredited service provider (External Lab, Auditing agency, Consumables suppliers).
- Monitoring, following up and evaluating the implementation of the annual Quality training plan (Internal / External).
- Perform periodically supplier audits against the Carrefour supplier management system.
- performing periodical statistical analysis for stores quality statutes regarding quality to be presented to top management. Leading, coaching, and training stores quality managers against Carrefour policy and procedures

## Quality Manager`

**Dakhliya Group ( Slaughterhouses)** [ 01/08/2015 – 01/08/2016 ]

City: Belbes

Country: Egypt

- Achieves quality assurance operational objectives by contributing information and analysis to strategic plans and reviews, preparing and completing action plans, implementing production, productivity, quality, and customer-service standards, identifying and resolving problems; completing audits, determining system improvements, implementing change.
- Develops quality assurance plans by conducting hazard analysis, identifying critical control points and preventive measures, establishing critical limits, monitoring procedures, corrective actions, and verification procedures, monitoring inventories.
- Maintains and improves product quality by completing product, company, system, compliance, and surveillance audits, investigating customer complaints; collaborating with other members of management to develop new products and engineering designs, and manufacturing and training methods.
- Prepares quality documentation and reports by collecting, analyzing, and summarizing information and trends including
- ailed processes, stability studies, recalls, corrective actions, and re-validations.

## Quality Manager / Production and Operation

**Pyramid Poultry Processing Plant (SHAHD)** [ 01/01/2010 – 01/07/2015 ]

City: Cairo

Country: Egypt

- Develop and maintain the quality standards on-site to increase employee awareness and their contribution to achieving Quality objectives.
- Provide direction and support to the team, managing and facilitating their performance and development ensuring skills are developed to meet changing requirements.
- Develop QMS & HACCP modules in accordance with ISO 22000 requirements, to minimize food safety risks and quality failures.
- Establishing challenging goals and standards for each supervisor and encouraging them to give their best effort.
- Ensuring effective utilization of human resources by training subordinates, motivating consistent performances, appraising performance, recommending salary action, and developing for potential promotion.

## EDUCATION AND TRAINING

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### **Master of Business Administration**

**ESLSCA Business School** [ 2019 – 2021 ]

Address: Cairo (Egypt)

<https://eslsca.edu.eg/>

### **Career Certificate in Management**

**American University in Cairo** [ 2017 – 2018 ]

Address: Cairo (Egypt)

<https://sce.aucegypt.edu/>

### **Foundation Certificate of Business Administration**

**American University in Cairo** [ 2015 – 2017 ]

Address: Cairo (Egypt)

<https://sce.aucegypt.edu/>

### **Bachelor of Veterinary Medicine**

**Cairo University** [ 2004 – 2009 ]

Address: Cairo (Egypt)

<https://vet.cu.edu.eg/>

### **Governmental Leadership Program**

**Joint between Cairo University - Missouri State University - IBDL - National Management Institute** [ 02/2020 – 05/2020 ]

### **presidential Leadership Program**

**National Training Academy** [ 04/02/2018 – 28/02/2019 ]

Address: Cairo (Egypt)

<https://nta.eg/>

### **Verified Certificate of Completion**

**1 Million Arab Coder Initiative** [ 06/2020 – 06/2020 ]

<https://www.arabcoders.ae/>

### **ISO 9001:2015 Quality Management System Auditor / Lead Auditor**

**SGS** [ 11/2015 – 11/2015 ]

Address: Cairo (Egypt)

<https://www.sgs.com.eg/>

### **FSSC 22000 Auditor / Lead Auditor**

**SGS** [ 04/2015 – 04/2015 ]

<https://www.sgs.com.eg/>

### **Six Sigma Green Belt**

**Six Sigma School** [ 2016 – 2016 ]

Address: Cairo (Egypt)

## LANGUAGE SKILLS

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Mother tongue(s): **Arabic**

Other language(s):

**English**

**LISTENING C1 READING C1 WRITING C1**

**SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1**

## DIGITAL SKILLS

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Microsoft Word / Microsoft Powerpoint / Microsoft Office / Microsoft Excel / Social Media / MAXQDA (fr qualitative empirische Sozialforschung) / -Statistical Package for the Social Sciences (IBM SPSS Editor)

## VOLUNTEERING

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### **World Youth Forum - National Youth Conferences**

[ Sharm Elsheikh - Egypt, 02/2018 – 02/2019 ]

Participation and organizing workshops, field visits, simulations of National Youth Conferences and World Youth Forum

<https://wyfegypt.com/>

<https://egyouth.com/>

## HONOURS AND AWARDS

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### **Certificate of Appreciation**

Sheikh Khalifa Government Excellence Program [ 2019 ]

<https://www.skgep.gov.ae/>

## PUBLICATIONS

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### **Assembling Egypt Government Excellence Award An Exploratory Approach to Analyze Critical Success Factors for Implementing Excellence Model in Public Sector**

[2021]

Seddek, A. (2021). An Exploratory Approach to Analyze Critical Success Factors