

# Mohammed Saad

Beside Al Abeer, Aziziyah, Jeddah, 44999

+966 59 316 2905 | saadmohammed1881@gmail.com

## Objective

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Dedicated and results-driven professional with a strong background in inventory management. Proven expertise as a Senior Inventory Controller, optimizing processes to ensure efficient supply chain operations. Demonstrated proficiency as a Stock Controller, with hands-on experience in maintaining accurate stock records and implementing effective control measures. I seek challenging opportunities where I can fully use my skills for the success of the organization.

## Experience

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- **Tamgo - The Machinery Group LLC** April 2025 - July 2025  
Document Controller
  - Maintain and organize company documents in both physical and digital formats
  - Coordinate with internal departments to ensure timely documentation updates and submissions.
  - Assist in preparing reports, filing systems, and records management.
  - Control document flow, version tracking, and approvals to ensure compliance with company standards
- **Optical Eyewa, Jeddah, Saudi Arabia** January 2021 - April 2024  
Senior Inventory Controller
  - Dedicated Senior Inventory Controller with a proven track record of optimizing inventory management processes.
  - Currently leveraging three years of experience at Eyewa to streamline operations and enhance overall supply chain efficiency.
  - Oversee the entire inventory management process, including planning, organizing, and controlling inventory levels.
  - Managed inventory operations for over 30 stores in the Western region, ensuring optimal stock levels and inventory accuracy.
  - Monitored and managed obsolete or slow-moving inventory, implementing strategies for clearance or reduction.
  - Proficient in utilizing cutting-edge inventory management tools and softwares such as Oracle, ORM and now currently working on ERP.
- **Lulu Hypermarket, Jeddah, Saudi Arabia** July 2019 - December 2019  
Stock Controller Volunteer
  - Contributed as a dedicated Stock Controller in a volunteer capacity at Lulu Mall for a short-term engagement.
  - Successfully assisted in maintaining accurate stock records during peak shopping periods.
  - Hands-on experience with inventory management systems and processes.

## Education

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- **International Indian School, Jeddah** 2021  
4th to 12th grade
- **Osmania University** 2023-26  
Bachelors in Business Administration

## Skills

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- Inventory Management
- Data Analysis

- Supply Chain coordination
- Software proficiency
- Process improvement
- Leadership and Team Management
- Problem Solving
- Decision-making
- Communication Skills
- Adaptability and Attention to Details

### **Languages**

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- -English -Arabic -Urdu

### **Personal Details**

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- Date of Birth : 22/07/2002
- Nationality : Indian
- Driving Licence : Yes