



Moataz Hamed

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Highly experienced in commercial property management and mall management with solid history of success, including oversight properties. Steadfast leader, mentor, and coordinator with track record of steering improvement projects, building and guiding top-performing teams, and optimizing internal operations. Talent for cultivating and supporting tenant relationships, leading to high occupancy rates, minimal turnover, and renewal of long-term leases.

PERSONAL DETAILS

- **Date of Birth:** July 27th, 1987
- **Place of birth:** Cairo, Egypt
- **Citizenship:** Egyptian
- **Marital Status:** Married
- **Private car driving license:** Bahrain

EDUCATION

- **Bachelor Degree from Ain shams university**
Business Administration July 2008
- **Masr El Gedida Military School, Cairo , Egypt**
General Secondary Certificate, (June 2011)

EXPERINCE

- **AYANSTAYINNS.P.C**
From April 2018 to Dec 2018
 - ❖ **Property Manager**
 - Oversaw tenant relations and management of multiple commercial properties representing 186 flats. for regional industry leader .
 - Held bottom-line responsibility for end-to-end property management functions, including tenant relations, facility security / maintenance, and oversight of contracted services.
 - Maintained proactive focus on sustaining full occupancy levels.
 - Interfaced internally and externally with legal and finance departments as well as third-party vendors.
- **Real Search (Bin Fageeh) CO.W.L.L**
From January 2017 to February 2018
 - ❖ **Team Manager**
 - Direct team of 6 services supervisors'
 - Forge and sustain relationships with key decision-makers within commercial entities to negotiate profitable contracts and secure long-term tenant agreements.
 - Coordinate hiring, training, and ongoing professional development of administrative staff.

- Develop reports, administer budgets, allocate resources, and ensure operational compliance with industry and corporate standards.
- Guide property improvement projects, partnering with contractors, building owners, and stakeholders to secure on-time deliverables. (Maintenance - Cleaning – Security)

➤ **Dara Innovation Co. W.L.L.**

From May 2014 to January 2017

❖ **Mall Manager & leasing coordinator**

- responsible for overseeing all aspects of mall management including but not limited to leasing and tenant relations,
- business planning and financial management, facilities and operational management and Control of all maintenance, inspection and safety functions. (Wadi Al Sali Mall- Sitra Mall- Nakheel Mall)
- events planning (mother day, cancer day , red bull football, American eagle, fun day)

SKILLS

➤ **Highlights of Expertise:**

- Contract & Lease Negotiations
- Vendor Service Management
- Market Research & Analysis
- Budget Development & Forecasting
- Safety & Building Code Compliance
- Process & Standards Improvements
- Team Leadership & Training

➤ **Language skills**

- Arabic (Mother Tongue)
- English (good overall)

➤ **Computer Skills** - Microsoft Office