

# RASHA MOHAMED OSMAN

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## ❖ Education

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A graduate of Mansoura university with a bachelor's degree in electronic and communication engineering.

Graduation year: 2008

Graduation project: Biomedical image registration.

## ❖ Career Objective

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Seeking a challenging position where my academic background and interpersonal skills are well developed and utilized. In pursuit of a high caliber career allowing me to employ my knowledge in the progression of the organization.

## ❖ Experience

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### **Senior Technical office engineer .**

@ 01-Electronics company. EIC, sister company ,Newcairo.

**From: Jan 2017 till Apr 2022**

- **Technical office tasks:**
  - Studying the specifications of tenders for UPS or Generator for technical specifications and drawings
  - Keeping in touch with the suppliers of Industrial UPS& generators sets products for estimating the prices and helping with the technical support
  - Preparing the offers for required product according to BOQ & specification sheets.
  - Preparing quantity survey & purchasing orders for our suppliers to estimate the required product& accessories
  - product visibility study for all brands (European, Italian, Indian, turkey, chicness) for the compatible one in efficiency & price based on market study.
  - Specifying required electrical accessories related to the instruments (cables, circuit- breakers, control panels)
  - Preparing cost estimation for all equipment related to delivering the product set
  - keeping in touch with the product applications team of global manufacturers companies such as Hitachi UPS & Cummins & Perkins Generator Technologies, to ensure the completion of required specifications for the product

- Managing associated cost preparation responsibilities
- Preparing technical and financial sheets for projects and tenders
- Responding to customer inquiries related to technical offer
- Providing pre-sales technical assistance and products support
- Making the required submittals of the project and dealing with the consultants and contractors for any required technical support.
- Follow up the Surveying site and preparation for the installation.
- Communicate with the sales team and engineering staff to ensure projects completion
- familiar with general specifications and market requirements.
- Ensuring all work is completed and is delivered according to projects specifications.

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### **Pre sales Supervisor engineer**

@ Industrial system group

From: March 2012 till Dec 2016

- Studying the specifications of products.
- Provide the description for the equivalent products (PLC, HMI, sensors, inverters, encoders, valves, heaters, thermocouples, etc.....)
- Contact & Responding with the customer inquiries related to technical offers
- Dealing with the customers for clarifying projects issues and providing technical support
- Estimating the cost of all products & accessories.
- Preparing technical and financial offers for PLC & SCADA system Projects

### **Technical support engineer**

JELECOM (PANASONIC) Company

From: Jan 2010 till Jan 2012

- Communicate with the customer to provide the required technical support
- Handling & manage the execution cycle for the supplied product (TDA /IP central & Faxes, Telephone devices, fingerprint machines, etc....)
- Supporting marketing activities with technical support
- Receiving & describe the defect products & make the initial inspection
- Preparing the status reports of instrument after maintenance

### ❖ Relevant Skills:

- Ability to handle multiple-tasks.
- Dealing with different kinds of customers and handling their needs successfully & cheerfully.
- Ability to analyze and solve problems.
- Strong communication and presentation skills.
- Appreciate responsibility and aspire to learn more about various fields of interests.
- Very good MS Office & Outlook skills.
- Very good command of spoken and written English.
- Career Ambition.
- Fill a job that copes with my qualities and qualifications.
- Achieve a high level of self-satisfaction in all aspects.
- Team work spirit is my deep desire.
- Get satisfactory compensations

### ❖ Additional courses

- ❖ Automation control diploma: classic control. instrumentation PLC. HMI & SCADA
- ❖ PMP Preparation course 35 Hours completed for International exam, certified
- ❖ Primavera 6 Edition, certified
- ❖ Free courses logistics & supply chain,

All documents upon request...