

Lana Bahaeldin Borei Ahmed

Address: Madinat Nasr - Cairo, Egypt

Email address: ana3360@outlook.com

Phone number: (+20) 1507852040

WhatsApp Messenger: (+249) 117036325

LinkedIn: <https://www.linkedin.com/mwlite/in/lana-ahmed-8b9485187>

Gender: Female

ABOUT ME

A young activist, passionate about always using unique, innovative and contemporary methods and ways in business, with a major focus on emphasizing the importance of supply chain management in all sizes of organizations.

WORK EXPERIENCE

[Feb/2022 – Current] **Supply chain representative**

Araak Pepsi

Araak QSR (Quick service restaurants) (KFC & Pizza Hut)

Araak ATC (Lays, Heinz, Foremost Milk Powder, Mazaj Tea)

City: Khartoum

Country: Sudan

Main role of international and local procurement as a supply chain:

- Responsible for the international and local sourcing and procurement of materials, goods, equipment and services from approved suppliers locally and internationally by working closely with suppliers to negotiate contracts, prices, and delivery schedules.
- Planning for next or future purchases of items based on the consumption reports generated on a weekly basis and customer demands.
- Arranging for safe and timely logistics of goods.
- Ensuring compliance with all related headquarters' laws and regulations.
- Analyzing and evaluating supplier performance.
- Reviewing, comparing, evaluating and approving products and services prices while maintaining the physical filing and documentation of the entire procurement cycle.

Main role of inventory controlling as a supply chain representative:

- Managing inventory levels for all the warehouse items purchased and stored.

- Developing inventory management systems
- Maintaining stock levels
- Overseeing purchases and pricing reports, replenishing levels when necessary
- Monitoring shipments or internal transfers between departments within one business enterprise.
- Processing purchasing orders as required; track orders and investigate problems.
- Recording purchases, maintaining database, performing physical count of inventory and reconciling actual stock count to computer-generated reports.

EDUCATION AND TRAINING

[04/2018 – 06/2018] **Procurement trainee**

MTN

Address: Sudan

Number of credits: 40 hours/week

As a supply chain management trainee in MTN, my role was:

- Receiving purchase requisitions
- Opening tenders
- Suppliers research
- Choosing the most appropriate supplier
- Creating purchase orders
- Writing memos
- Negotiating with tenders committee
- Evaluating quotations

[21/11/2021 – 10/02/2022] **Human Capital trainee**

United Capital Bank

Main subject / occupational skills covered:

As a trainee at the organization and development unit within the HR department, my role was:

- Improving the bank's capability through the alignment of strategy, structure, people, rewards, metrics, and management processes.
 - Identifying an area of improvement.
 - Assess the existing processes involving people within an organization, then conduct interventions to try and create positive and productive improvement.
- 45 hours / week

MANAGEMENT AND LEADERSHIP SKILLS **Management**

- Excellent managerial skills as i managed several events from scratch

- Effective leadership skills gained from leading team members
- Problem solving ability as I faced multiple complications during my work experience
- Communication skills from constantly communicating with a widely diverse community
- Ability to work with Microsoft Word, Excel, PowerPoint

VOLUNTEERING

GEW (Global Entrepreneurship Week) 2018 hostess

- Worked for 20 hours/week

[08/2019 – 2021] Ana Lan volunteer

Ana Lan is an NGO in Sudan started in 2013 with a main objective of fighting against the harmful habit of female circumcision. My main role was:

- Fight against FGM
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- Raise awareness about the psychological, physical and mental consequences of FGM
 - Organize Ana Lan events in different locations in Sudan
 - Educate women about physical health
 - Fight against women's oppression, discrimination and patriarchy.
 - Assist women in standing up for themselves against the discriminating society in Sudan

[2018- 2022] Orange corners ambassador Khartoum (Sudan)

Orange corners is an initiative by the Kingdom of Netherlands. As an Ambassador, my role was to:

- Connect the Kingdom of Netherlands embassy with universities, networks and facilities to start and grow their startups.
- Organizing and managing workshops and other events.
- Representing the Kingdom of Netherlands embassy and the orange corners organization.
- Worked for 20 hours/week

[2018 – 2022] Innovation and entrepreneurship community ambassador

My role was:

- Scouting for people with ideas to turn into startups
- Procurement
- Managing provided resources efficiently
- Leading team members
- Assigning tasks
- Organizing events from scratch
- Promoting innovation
- Conveying the IEC's goals and objectives using astonishing and modern ways
- Worked for 15 hours/week

[2021] Humanity Bridges Builders Event organizer

As an event organizer, my role was to:

- Scouting for the heads of different religions communities and welcoming the warmly to the event
- Booking locations
- Procurement
- Monitoring and evaluation
- Worked for 7 hours/week

[2020] **Global Entrepreneurship Monitoring Report Launching Event organizer**

- Worked for 7 hours/week


[2019] **Event organizer** Khartoum (Sudan)

- As an organizer for the Global Entrepreneurship Summit 2019, my role was:
- Manage all pre-event planning,
 - Organization of speakers and delegate packs.
 - Coordinate suppliers
 - Handle participants queries and troubleshoot on the day
 - Produce post-event evaluation to inform future events
 - Research opportunities for new participants and events
 - Worked for 10hours/week

[2017 – 2017] **AUB (American University in Beirut) competition in Sudan Organizer**

- Worked 16hours/week

COURSES AND CERTIFICATES

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- **ISO 22000: 2018 Foundation**
 - **Auditing Management Systems According to ISO 19011:2018**
 - **UNICEF Supply Chain Maturity Model**
 - **Procurement at UNICEF** 
Logistics at UNICEF
Advanced Excel.

UNIVERSITY

Ahfad University for Women

- Bachelors honors degree in business administration- Majoring supply chain management
- GPA 4.0
- Scoring grade: Distinction