Mohamed Saeed Mahmoud Dahman

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SUMMARY

IT graduate (Bachelor's in Computers and Information, Menoufia University) with warehouse experience at Fleet for Land Transport, managing goods receipts, inventory balances and stock transfers in the company's warehouse management system. Also experienced in Windows Server administration with Active Directory, Group Policy, DNS and DHCP, and in home appliance and air conditioning repair, including self-employed appliance work since 2018.

EXPERIENCE

Warehouse Keeper
Menoufia, Egypt
Fleet for Land Transport
October 2025 - Present

- Receive goods and spare parts from suppliers and verify the received items before recording them in the company's system.
- Register received goods initially on the company's warehouse management system pending inspection and approval by the responsible engineer.
- Complete the final receiving process on the system after the engineer confirms and approves the received goods.
- Ensure approved goods are added to the actual warehouse inventory balance after completing the final receiving process.
- Process inventory transfers between the company's main warehouse and branch warehouses through the company's system.

Split AC Technician
Menoufia, Egypt
Sienc
January 2023 - December 2023

- Installed new air conditioning and refrigeration systems.
- Performing routine maintenance and safety checks on units
- Diagnosing electrical and mechanical faults and repairing them
- Replaced faulty parts such as compressors, fans and motors.
- Charging and recovering refrigerants safely according to regulations

Home Appliance Repair Technician
Menoufia, Egypt
Self-employed
January 2018 - Present

- Specialized in repairing and maintaining household appliances, excluding televisions, gas cookers, and ovens.
- Diagnose and troubleshoot household appliance faults.
- Repair and replace defective appliance components.
- Perform routine maintenance on household appliances.
- Inspect electrical connections and internal components.

Windows Server Administrator
Menoufia, Egypt
Not specified

- Install and configure Windows Server operating systems.
- Manage user accounts, groups, and access permissions.
- Configure and manage Active Directory Domain Services (AD DS).
- Manage Group Policy Objects (GPOs) and user policies.
- Configure and troubleshoot DNS and DHCP services.

EDUCATION

Bachelor's Degree in Computers and Information
Menoufia University
January 2019 - December 2023
Menoufia, Egypt

SKILLS

Split AC Installation, Refrigerant Charging & Leak Detection, Using HVAC Tools (Manifold Gauge , Vacuum Pump , Flaring tools), Copper Pipe Welding & Flaring, Warehouse Management Systems, Inventory Management, Stock Control, Warehouse Operations, Goods Receiving, Inventory Receiving and Issuing, Inventory Transfers, Spare Parts Management, Stock Balance Monitoring, Data Entry, System-Based Inventory Transactions, Inventory Tracking, Microsoft Office, Computer Skills, IT Fundamentals, Networking Fundamentals, CCNA Fundamentals, CompTIA A+ Fundamentals, Household Appliance Repair, Electrical Fault Diagnosis, Mechanical Troubleshooting, Component Replacement, Preventive Maintenance, Electrical Safety Awareness, Hand Tools Operation, Problem-Solving Skills, IT, Warehouse Management, Technical Operations, Home Appliance Repair, Air Conditioning Systems, Attention to Detail, Accuracy and Precision, Organization and Time Management, Problem-Solving, Communication Skills

LANGUAGES

Arabic • English