



MAHIR MUBARAK ABDALRAHIM KHOHALI

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3--March-1986

Objective

I am a highly skilled and experienced professional seeking a challenging role as a Director of Lean Manufacturing, Continuous Improvement Change Agent, Value Stream Manager, Lean Manufacturing Champion, Process Improvement Manager, Continuous Improvement Leader, Operations Manager, or Management Process Improvement Consultant

Experience

- Khartoum Airport Security Office, Khartoum** **January/2008 - January/2009**
Data Entry Specialist
 - Entered and managed data in computer systems and specialized software.
 - Verified the accuracy of entered data, ensuring its reliability and integrity.
 - Organized and arranged data in a suitable manner for easy access and retrieval.
 - Performed basic data processing tasks such as calculations and statistics.
 - Updated and maintained data confidentiality and security
- Africa Technology City, Khartoum** **January 2009 - January 2010**
IT Support Technical
 - Provided technical assistance and support to end-users within the organization.
 - Troubleshooted and resolved hardware, software, and network issues.
 - Offered help desk support through various channels (phone, email, in-person).
 - Installed and maintained computer hardware, peripherals, and software applications.
 - Documented support requests, troubleshooting steps, and resolutions.
 - Provided remote support to users in different locations.
- Saudi Society Nephrology King Saud University/Saudi Arabia** **January 2010 - January 2011**
Secretary
 - Managed incoming and outgoing correspondence, including emails and phone calls.
 - Scheduled and managed appointments, meetings, and travel arrangements.
 - Created, edited, and formatted various documents.
 - Assisted with the coordination of training programs and employee development initiatives.
 - Supported meeting logistics, prepared meeting materials, and took minutes.
 - Assisted with general office management tasks
- Ejadah Consultant Company/Saudi Arabia** **January 2011 - January 2012**
Secretary & HR Assistance
 - Assisted with recruitment and hiring processes, including posting job openings and conducting background checks.
 - Maintained employee records and documentation.
 - Assisted with benefits administration and employee inquiries.
 - Coordinated training sessions and tracked attendance.
 - Supported various HR administrative functions.
- Al-Kifah Group of Companies/Saudi Arabia** **January 2012 - January 2014**
Salesman - Electronic Dep /Saudi Arabia
 - Prospected and generated leads for electronic products.
 - Demonstrated in-depth product knowledge to customers.
 - Built and maintained customer relationships.
 - Negotiated terms and closed sales.
 - Monitored sales activities and analyzed data.

- Provided excellent customer service.
- **Al-Kifah Group of Companies**
Showroom Manager- Electronic Dep /Saudi Arabia
 - Managed the operations and performance of a retail showroom.
 - Supervised and trained showroom staff.
 - Monitored and drove sales performance.
 - Managed inventory levels and visual merchandising.
 - Prepared sales reports and analyzed performance.
 - Managed the showroom's budget and expenses.
 - Ensured compliance with health and safety regulations.
 - **Own Business**
Entrepreneur
 - Established and operated a business in Sudan, specializing in marketing electronic items.Demonstrated strong entrepreneurial skills and business acumen.
Managed various aspects of the business, including sales, marketing, and operations

January 2014 - January 2020

January 2020 - March 2023
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- Education
- **Aptech Computer since College Sudan**
Bachelor's Degree
Good
 - **Niit Computer since Council Sudan**
Diplomatic Course
Good
 - **British Council Sudan**
8 courses
Good
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December 2006

December 2008

December 2007
- Skills
- Technical Skills: Proficient in IT-related skills relevant to the field I work in.
 - Excellent Organizational and Effective Communication Skills.
 - Attention to Detail and Proficient Computer Skills.
 - Problem-Solving and Interpersonal Skills.
 - Multitasking, Flexibility, and Adaptability
 - Strategic Thinking and Market Research.
 - Branding and Positioning.
 - Digital Marketing and Content Creation.
 - Analytical Skills.
 - Relationship Building.
 - Project Management.
 - #activities