

MEHDI SAMIR KECHOUANE

Store keeper manager

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Address DOHA, QATAR



Personal information

Profile: Male, 30 years Born on JULY 14, 1994 in Algiers, ALGERIA

Family Situation: Single

Last Position: Sales assistant – HBA/CHIC (LUSAIL, QATAR)

Summary:

I worked for 6 years in the largest Algerian construction company (COSIDER CONSTRUCTION), where I was able to acquire solid know-how in the field of construction and in administration and in stock management or in supply in general.

Work Experience

• Sales assistant

HBA/CHIC

Lusail (place vendôme), Qatar (March 2025 – Present)

- Engage customers, assess their needs, and provide model information.
- Collaborate with staff to meet sales targets and ensure excellent service.
- Maintained an organized and visually appealing store layout.
- Assisted in inventory control and restocking merchandise.

• Store keeper manager

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- Quality control and compliance upon receipt of products and materials
- Control of the store and stocks by ensuring the proper storage of materials and products
- Check the accounting document
- Check the active status and activity of the supplier and ensure the authenticity of the tax coordinates
- Creation of article codes not appearing in the stock pc and enter them on the DLG stock pc
- Verification of the status of the accounting stock with physical stock
- Organize deliveries according to the needs of the construction sites while anticipating supply shortages
- Master the process of taking permanent and intermittent inventory.

• Store keeper

Cosider Construction Spa | Algiers, Algeria (23 DECEMBER 2018 – 20 JUNE 2022)

- Check the quantity and see if it is compatible with that requested upon receipt of the products and materials
- Collect the accounting document

- Create item codes not appearing in the stock pc and enter them on the DLG stock pc
- Check the status of the accounting stock with physical stock
- Establish supply requests
- Organize permanent and intermittent inventory taking.

Skills

- Purchasing and supply management: Mastery of purchasing processes and negotiation with suppliers.
- Mastery of the Cosider Construction Group ordering procedure.
- Knowledge of the construction sector: Understanding of the specificities of construction materials and equipment.
- Team management: Leadership and managerial skills to supervise a procurement team
- Cost analysis: Ability to optimize costs while maintaining quality and delivery times.
- Proficiency in IT tools: Use of ERP software and supply chain management, DLG stock PC. Word, Excel,

Education

- Attestation of Collegial Studies Bachelor degree of Business Management
College of Sherbrooke, Canada – Partner of HIMI Algeria – (2015-2018)
- Bachelor degree of Human Resources Management
National Institute of Vocational Training in Management. INSFP Algeria– (2018)

Languages

Arabic : **Native**

English : **Proficient**

French: **Proficient**

