

# Nour Mehdi

## Industrial Engineer

Ambitious and driven industrial engineer seeking a challenging career with a progressive organization that provides an opportunity to capitalize my technical skills and abilities in the engineering field.

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Beirut, Lebanon

## WORK EXPERIENCE

### Sales Executive Pomedia

02/2019 – Present

Beirut, Lebanon

Outdoor media advertising

### Procurement and Logistics Al-Bonian Group

07/2018 – 11/2018

Beirut, Lebanon

Achievements/Tasks

- Receive purchase requests, review for completeness and approvals, prepare procurement documentation (RFQ/P).
- Provide planning support and advice to those making a procurement request.
- Organize procurement tracking system.
- Ensure management and maintenance of accurate filling systems, with documented and supported records of actions for audit purposes.
- Prepare complete procurement documents for finance to process payments.
- Organizing shipments.
- Developing and confirming schedules.
- Communicate with suppliers, retailers, customers etc. to achieve profitable deals and mutual satisfaction.
- Coordinate and monitor supply chain operations.

### Internship Ministry of Industry

08/2016 – 09/2016

Beirut, Lebanon

Achievements/Tasks

- Field visits to different industries in different sectors

## EDUCATION

### Masters in Industrial Engineering Lebanese International University

10/2017 – 06/2019

Beirut, Lebanon

### Bachelor in Industrial Engineering Lebanese International University

10/2014 – 06/2017

Beirut, Lebanon

### Lebanese Academic Baccalaureate/ Life Science

Al Batoul High School

09/2013 – 06/2014

Beirut, Lebanon

## SKILLS

Operations Management

Production Planning and Control

Environmental Engineering

Inventory Planning and Control

Facility Planning

Quality Management

Ergonomics

Optimization

Project Management

Manufacturing System

Organizational Environment

Industrial Waste Management

Occupational Safety

Data Analysis

Supply Chain Management

Earned Value Analysis

AutoCAD(2D/3D)

Minitab

CATIA

SURFCAM

Microsoft Office

MS Visio

MS Project

Logistics

Procurement

MS Navision

## PERSONAL PROJECTS

### Generating Biogas from Organic Waste (06/2017)

- Generating biogas from organic wastes distinguishes itself from others in which it is absolutely a zero % wastes methodology, it focuses on digesting organic wastes. Bacteria living in animal's manure is unpaid labors that are responsible for transforming the organic wastes into biogas and fertilizers through anaerobic digestion.

## LANGUAGES

English



Arabic



French

