

Hiba El Choufy

SAP Consultant | Business Analyst

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Summary

A dedicated and proficient SAP Consultant with 3+ years of experience in the Business, Consulting and Civil Engineering. Proven record of in implementing and customizing SAP S/4 HANA related to Production Planning PP and Quality Management QM in local and international companies. Effective leader who performs well in collaborative environment with managers, clients and coworkers. Adept at providing day-to-day security administration and authorization support. Recently completed Project Management Professional course PMP and will obtain the certificate soon. I am Seeking to work in an environment that is conducive to my intellectual, professional, and personal growth, where I can contribute significantly to the growth of the team and organization with strong experience and expertise leading to success.

Experience

SAP Consultant

Aug. 2022–Present

Sucafina, Beirut, Lebanon

- Design, configure, and test processes related to SAP–Production Planning (PP) and Quality Management (QM) modules while analyzing business processes and scenarios of the client, and recommending/developing solutions to meet the client's need
- Contact and collaborate with other departments to solve their complaints while working on SAP Enable Now Software to create, develop and deliver SAP PP/QM training materials to users
- Participate in the development of projects related to other modules, like Material Management MM, while training the End User on SAP MM Processes and making sure that the users are performing properly, and that the business flow is complete and correct
- Determine business needs via consultation, business analysis, and targeted observations while assessing existing IT infrastructure and recommending improvements

SAP Young Professional Program

March 2022 – May 2022

SAP, Beirut, Lebanon

- I was selected as one of the 30 trainees among thousands of applicants across Jordan, Lebanon and UAE to be part of SAP Young Professional Program, a three months training program where we were trained to become Functional SAP Consultant
- SAP Certified Application Associate – Business Process Integration with SAP S/4HANA 2020
- SAP Certified Application Associate – SAP Ariba Procurement
- RISE with SAP S/4 HANA Cloud – Onboarding Fundamentals

Social worker

Feb. 2022 – Apr. 2022

International Rescue Committee, Beirut, Lebanon

- Carry out data collection, which will consist of taking consent, scheduling times for remote data collection, and implementing the tool remotely over phone

- Provide daily field reports to supervisors during data collection

Social Worker

Feb. 2021 – Mar. 2021

World Vision International, Beirut, Lebanon

- Handling and filling questionnaires via the ODK app, discussing challenges and report immediately any problem arising in the service and Prepare daily reports

Civil Engineer, site supervisor

Aug. 2021 – Dec 2021

World Vision International, Beirut, Lebanon

- Supervise the rehabilitation and water proofing works at the National offices; and the rehabilitation works at Borj Hammoud and Nabaa area
- Conduct shelter assessments in affected schools in Beirut
- Supervise the rehabilitation process and Prepare daily reports

Assistant Water Sanitation and Hygiene

Jan. 2021 – Apr 2021

Save the Children International, Zahle, Lebanon

- Contribute to the assessment phase and selection of beneficiaries
- Contribute to the dissemination of information and awareness messages
- Support the WASH officer in implementing the Hard work component
- Assist the CP officer and case workers in delivering awareness sessions, and addressing child protection issues

Social Worker

Sep. 2020 – Dec 2020

World Vision International, Beirut, Lebanon

- Register eligible households that reached the registration site
- Validate the information based on screening criteria and protocols defined by UNICEF

Tender Engineer

Sep. 2017 – Jan 2018

Accropod, Beirut, Lebanon

- Prepare Shop drawings, Pricing, Time schedules, Follow-up work flow on sites and Prepare daily and weekly reports

Education

Master of Business Administration (MBA) – 2022

Modern University of Business and Sciences MUBS, Beirut, Lebanon

Bachelor of Civil Engineering – 2017

Rafik Hariri University, Beirut, Lebanon

Trainings & Certifications

2025: Amideast, Project Management Professional course PMP

2024: **SAP Business Process Modeling BPM Signavio**

2023: Udemy, **Quality Management QM**

2023: Udemy, Warehouse Management WM

2023: Udemy, Production Planning and Control with SAP ERP

2023: SAP, SAP Certified Application Associate in SAP S/4 HANA for Production Planning and Manufacturing

2022: SAP, SAP Certified Application associate in business Process Integration with S4/HANA

2022: SAP, SAP Certified Ariba Procurement

2022: SAP, SAP Certified Application Associate in SAP S/4 HANA

Skills & Expertise

- Project Manager Professional
- PMP
- Project Manager
- SAP S/4 HANA
- SAP Production Planning PP
- SAP Quality Management QM
- SAP PP/QM Configuration
- SAP Material Management MM
- SAP Warehouse Management WM
- SAP Master Data
- SAP Business Process Modeling BPM
- SIGNAVIO
- SAP Ariba
- Enable Now
- Business Analysis
- Operation Support
- Reporting
- Empower 2.0
- Problem-Solving
- Project Management
- Communication & Presentation Skills
- Training and Documentation
- Time Management
- Continuous Learning
- Agile / Adaptive
- Waterfall / Predictive

Languages

Arabic: Native | English: Good