***Hassan F. Sabet***

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| **Egypt, Cairo** | **Date of birth: October 04th, 1966** |
| **Mobile phone: 01111102002 Egypt** | **Nationality: Egyptian** |
| **Mobile Phone: 01097008007 Egypt** | **Address: Down Town – Cairo** |
| **E-mail:** **hsabet@outlook.com** |  |
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PROFILE:

Former General Manager of Sweeta Food Industries and presently freelance translator accredited at the British and German Embassies in Cairo, Egypt. Having 20+ Years of experience in Sales, Supply Chain, Translation and Business Consultancy within the field of Shipping, Retail business, mobile telecommunications and site maintenance, Food industry, Translation, Interpretation and Business Consultancy.

**Various achievements:**

* Increased the total revenue of the company by 50% – Egypro Egypt – Wadi Degla Holding Co.
* Decreased the total overheads expenses by 25% - Egypro Egypt – Wadi Degla Holding Co.
* Settled and handled about 50% of the company’s due debts to 3rd parties. – Egypro Egypt – Wadi Degla Holding Co.
* Launched, Operated and Managed a food industries factory from scratch – Sweeta Food Industries
* Increased the production volume by about 25% – Sweeta Food Industries
* Decreased the total production cost in the factory by 25% – Sweeta Food Industries.

KEY SKILLS:

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| * **Leadership and team management with strong personality but smooth approaches to others.**
 | * **Business negotiator, Tolerant and decision maker**
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| * **Planning, Budgeting and Forecasting**
 | * **Crisis Management and Problems Handling**
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| * **Fluent in Arabic, English and very good in French.**
 | * **Effective Project Management**
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CAREER SUMMARY:

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| **June 2015 – present time** | Freelance Arabic<>English Interpreter and Translator accredited at the British and German Embassies in Cairo | Egypt |
| **April 2011 – May 2015** | General Manager of Sweeta Food Industries | Egypt |
| **July 2009 – March 2011** | Deputy Managing Director of Egypro Egypt – Wadi Degla Holding | Egypt – North and West Africa |
| **Nov. 2004 – June 2009** | Supply Chain Director of GMT Co. and Part Time Interpreter and Translator at the British Embassy in Cairo | Egypt – UK |
| **Jan. 1994 – October 2004** | Sales and Marketing Manager at Societe de Gestion Evge (now called Evge Egypt) Ship Owners and Shipping Agency. | Cairo – Greece |
| **Jan. 1992 – October 1993** | Front Office Manager and Deputy Boat Manager at H.S. Radamis Moevenpick Hotel Ship – Moevenpick Hotels | Luxor – Aswan |
| **Sep. 1989 – Dec. 1991**  | Tour Leader at Safaga Travel | Cairo – Luxor - Aswan |

CAREER HISTORY:

**June 2015 – Present Time**

* **Freelance Arabic< >English Interpreter and Translator** accredited by the British Embassy in Cairo and accredited at the German Embassy and other Embassies in Cairo.
* **Business Consultant and Project Management**. Reporting to the Business Owner

**Achievements:**

* Interpretation and Translation of various training courses for managers and supervisors at some Egyptian Ministries in conjunction with FCO and the defense section at the British Embassy in Egypt.
* Attended most of the business meetings between the defense section and other high authorities in Egypt which require bidirectional direct interpretation during the meeting, which resulted to a smooth flow of information between parties attending the meetings and consequently successful negotiations and mutual cooperation deals.
* Dealing with UK NGOs and Egyptian NGOs in various fields.
* Offering Business consultancy as well as project management to a couple of large British companies having business and projects in Egypt making sure that the British party is well aware of their business progress and development in Egypt.

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| **April 2011 – May 2015** |

* **General Manager of Sweeta Food Industries** Reporting to the B.O.D

Egyptian joint-stock company specialized in the food manufacturing and packing materials industry with an average full time 200 Employees and Workers.

**Achievements:**

* Launched, Operated and Managed a food industries factory from scratch including production building allocation, purchase of the machinery, materials, workers and administrative staff recruitment, operation, production, sales.
* Increased the production volume by about 25% (continuous review and enhancement of existing production plans – continuous review and reforming of existing maintenance plans – applying new production and packing methods and other means of enhancements)
* Decreased the total production cost in the factory by 25% (Monitoring the handling of the materials whether stored or under production- reviewing and continuously evaluating the existing suppliers and changing them when necessary - negotiating better prices and delivery terms and conditions).
* Arranged for and facilitated the sales deal of the factory and made sure of an easy transfer to the new Owner.

**July 2009 – March 2011**

* **Deputy Managing Director of Egypro Egypt and Supply Chain Director of Egypro International – Egypt, North and West Africa.** [**www.egypro.com**](http://www.egypro.com)Reporting to the General Manager and the C.E.O.

With over 14 years of telecom experience, EgyPro is considered the earliest operation to be established by Wadi Degla starting in 1994. Specialized in providing turnkey solutions for fixed, mobile and data network, sites regular maintenance and various electrical and engineering supplies in Egypt, North and West Africa.

**Achievements:**

* Increased the total revenue of the company by 50% by speeding sites commissioning and delivery (regular planning - reducing the logistics costs - increasing materials utilization)
* Decreased the total overheads expenses by 25% and boosted overall performance of the staff (Restructuring the employees organizational chart - Salaries adjustments - Mobilization fleet restructuring – enhancing the regular maintenance procedures - Handling of the Materials in the stores and reforming the handling policies)
* Settled and handled about 50% of the company’s due debts to 3rd parties.

**Nov 2004 – June 2009**

* **Supply Chain Director of GMT Co. and Part Time Interpreter and Translator at the British Embassy in Cairo** Reporting to the G. Manager (GMT)and to the Line Manager (B.E.)

Egyptian company specialized in the field of Import and Distribution of Medical Diagnostic Kits

**Achievements:**

* Boosted the Import and Customs clearance procedures performance
* Minimized the total clearance, transportation and storage costs of the cargo
* Approached new suppliers for better prices and quality
* Signed 3 new agency agreements with large Suppliers from Korea, India and Italy.
* Launched new brands in the market.
* Covering for the permanent translator when on leave, and whenever work load requires an additional translator.
* Totally responsible for written translation and bi-directional simultaneous and consecutive interpretation (English to Arabic & Arabic to English) of 7 civil aviation security training courses for aviation security managers and supervisors in conjunction with the Ministry of Civil Aviation and sponsored by the FCO and the defence section at the British Embassy in Egypt one course of which London, UK
* Making sure that all the necessary and important information has reached the attending audience clearly.

**January 1994 – October 2004**

* **Sales and Marketing Manager** Reporting to the Sales Director and to the General Manager

Societe de Gestion Evge (presently called Evge Egypt for shipping agencies and maritime affairs). [www.evgeegypt.com](http://www.evgeegypt.com)

Evge Egypt is one of the oldest private sector shipping firms in Egypt. During the years Evge Egypt has been entrusted the Agency of several Multinational Companies in the Transport Industry awarding many large shipping contracts in Egypt and Worldwide.

**Achievements**:

* Increased sales in my assigned territory by 200% which was 100% over my set target
* Enforced the usage of the PCs in all sales business aspects, such as but not limited to the complaints system, cargo leads system, booking system etc…
* Established new customs clearance department and applied the full service concept to the clients.
* Approached new ship owners to approve our company as their Agents in Egypt.

#### EARLY CAREER HISTROY:

#### January 1992–October 1993

* **Assistant Boat Manager and Front Office Manager, including Sales, marketing and Public Relations activities.**

## H.S. Radamis Mövenpick Hotel Ship

#### September 1989–December 1991

* **Tour Leader, responsible for Receiving, Escorting, Entertaining and Leading French, English and Italian Tourist Groups during their stay in Egypt.**

## Safaga Travel Company

EDUCATION / ADDITIONAL INFORMATION:

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| **Certificate** | **College or University** | **Graduation Year** |
| **B.A Commerce and Business administration** | University of Cairo – Faculty of Commerce | May 1991 – High Good |
| **High School Certificate – 3rd Secondary** | Collge de La Salle- French School | June 1986 |

COURSES:

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| **Course** | **Academy** | **Year** |
| **Human Resources Managers Program** | Ein Shams University | August 2015 |
| **Advanced Leadership and Management** | Ein Shams University | August 2015 |
| **Forex and International Finance** | Grandex International – Delegate Worldwide | June 1999 |
| **Front Office and Rooms Division** | Moevenpick Heliopolis Hotel and Casino | August 1991 for 2 months |

REFERENCES:

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| --- | --- | --- |
| **Name** | **Title** | **Mobile** |
| **Mr. Samuel William** | H.R. Director of Wadi Degla Holding Co. | 0106 552 3209 |
| **Mrs. Mona Mansour** | Former Translator of the defense section at the British Embassy in Cairo | 0122 104 1630 |
| **Mr. Ashraf Khalil** | Chairman of Evge Egypt | 0122 211 7255 |