

BORHAN TAREK

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PROFESSIONAL SUMMARY

Professional with dual bachelor's degrees, a Diploma in Data Analytics, and currently pursuing an MBA at ESLSCA. I possess extensive experience in operations management, logistics, and data-driven scheduling, with a proven track record at RATP Dev, Speedaf, NOON, and Jumia managing large-scale operations and supply chain partnerships. I am proficient in Python, SQL, Power BI, and process digitization, leveraging these tools to optimize operational workflows and drive KPI achievement.

PROFESSIONAL EXPERIENCE

• Planning and Scheduling Supervisor | RATP Dev Mobility Cairo

Mar 2022 – Present

- Developed and optimized train service timetables and staff rosters using HASTUS, analyzing ridership, fleet availability, and staffing levels.
- Lead digital transformation initiatives, transitioning paper-based workflows to PowerApps, Excel, and Power BI.
- Coordinate with cross-functional departments (Operations, Maintenance, HR) to ensure service delivery.
- Manage dispatching officers and maintain operational SOPs for Driver, CCP, and ROM functionalities.

• Mainline Supervisor | RATP Dev Mobility Cairo

- Ensure safe service delivery under nominal and degraded operating conditions for Cairo Metro Line 3.
- Interface with Rolling Stock maintenance and implement emergency SOPs.
- Assist in training and competency assessment for Driver Department employees.

- **Expansion Supervisor | Speedaf Egypt**

May 2021 – Nov 2021

- Led company launch and legalization efforts, including securing the Postal License.
- Managed the setup of warehouses and hubs across Egypt.
- Recruited and implemented operational, customer service, and sales teams.
- Integrated telecom SMS solutions for automated shipment dispatch notifications.

- **Logistics Team Leader | NOON**

Oct 2020 – May 2021

- Managed operational performance for Hub and delivery operations, ensuring KPI and SLA targets were met.
- Assigned delivery schedules to couriers and optimized route plans.
- Developed industry best practices and SOPs for operations and customer service teams.

- **Operation Manager | Postex Egypt**

Jan 2018 – Aug 2020

- Managed shipping and receiving operations, ensuring safety compliance.
- Supervised warehouse staff, including recruitment, scheduling, and onboarding.
- Developed safety and security protocols; conducted quarterly efficiency reviews.

- **3PL Account Manager | Jumia**

Sep 2017 – Dec 2018

- Managed domestic logistics operations, including shipment scheduling and returns.
- Negotiated with 3PL partners and resolved operational quality and scheduling issues.
- Maintained strong partner relationships and trained teams on ERP usage.

- **Sales Engineer | Fiber-Com**

Mar 2017 – Aug 2017

- Executed company sales activities and attended daily customer meetings.
- Prepared technical proposals and negotiated sales contracts to achieve targets.

EDUCATION

Master of Business Administration (MBA) | ESLSCA University | 2027

Diploma in Data Analytics | AAST | 2022

Bachelor of Commerce | Cairo University

Bachelor of Aviation Science | 2015

TECHNICAL SKILLS

- Data & Analytics: Python, SQL, Power BI, Data Science, Data Analysis in Spreadsheets.
- Operational Tools: HASTUS, PowerApps, ERP System, Salesforce.
- Languages: Arabic (Native), English (Upper-Intermediate, B2).

ADDITIONAL ACHIVEMENTS

International Test of English Proficiency (iTEP): iTEP Academic: Score 3.8 (Upper-Intermediate, CEFR B2)

- **DataCamp Courses:**



- Intermediate Python
- Python Data Science Toolbox
- Data Preparation in Power BI
- Intermediate SQL
- Joining Data in SQL
- Data Analysis in Spreadsheets

- **Railway Technical Skills:**

- Train Troubleshooting At RATP (Rotem and Mitsubishi)
- Train Driving License At RATP (Rotem and Mitsubishi)
- Local Signal Box Course At RATP
- Station Master Office Course At RATP