

<b>I am</b>	<b>Abdo Abboud</b>
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## EDUCATION

Sep 2008 - Jun 2012	<b>American University of Beirut</b> , BE in Civil and Environmental Engineering	<b>Lebanon</b>
Oct 2007 - Jun 2008	<b>SSCC - Kfarhabab</b> , French & Lebanese Scientific Baccalaureate, high distinction	<b>Lebanon</b>

## PROFESSIONAL EXPERIENCE

2017-Present	<b>Kuwait Global Steel Services (Contractual)</b> Steel Cut and Bend Service Provider Factory in Kuwait Business Development Manager and Market Advisor to the Managing Partner. <ul style="list-style-type: none"> <li>- Prepared a feasibility study for a market expansion in Kuwait, a 20 Million USD project, that was approved and built.</li> <li>- Developed 2 additional feasibility studies for factories in other Middle East and GCC Countries, and showed that it was not the right time for them.</li> <li>- Established a marketing strategy and introduced this new service to all contracting companies in Kuwait, which led to 90% of monthly factory capacity being achieved for a period of 22 months.</li> <li>- Compiled technical certifications of new market products and received governmental approval.</li> <li>- Advised on reinforcement steel consumption and prepared plans to reduce wastage for contracting companies, and hereby increasing the demand for this service, leading us to start a new expansion 50% expected to be finished February 2020.</li> </ul>	<b>Kuwait</b>
2014-2017	<b>Ahmadiyah Contracting &amp; Trading Company</b> Civil Engineering and Building Construction Leading Company in Kuwait Procurement Manager of the Company, Head Offices, Kuwait. <ul style="list-style-type: none"> <li>- Developed and implemented Empowerment Initiatives, which accelerated work, increased efficiency and accuracy, reduced request to delivery time, avoided shortages, increased accuracy and reliability of requests and database, and most importantly achieved savings where relevant. Overall improvement was of 40%, making 15% savings (12 Million USD per year from Reinforcement Steel Alone, yearly consumption 120,000Tons)</li> <li>- Designed and applied a categorization format based on the Construction Specifications Institute (CSI) MasterFormat, intended to organize data about construction requirements, products, and activities.</li> <li>- Integrated knowledge management initiatives, increasing company information knowledge and department output result. Initiatives covered mainly implementation of electronic information communication between departments and members of each department.</li> <li>- Mapped procurement spending to budget across all company projects and the support department.</li> <li>- Reviewed and improved procurement and purchasing processes and procedure.</li> <li>- Identified alternatives to traditional spending habits through service level agreements.</li> <li>- Assisted in inventory system development to manage store and delivery systems.</li> <li>- Participated in an inventory management system setup and the on-boarding of a new Stores Manager.</li> <li>- Priced activities during tendering period, estimating activity costs, profits and market changes</li> <li>- Contributed to a project with Ernst &amp; Young that intended to structure the following company's departments: Accounting &amp; Finance, Human Resources, Procurement &amp; Stores Management, Information Technology, Project Support &amp; Control, and Risk Management: <ul style="list-style-type: none"> <li>• Diagnosed the practices in all of these departments and prepared the ongoing procedures manual</li> <li>• Highlighted the areas to be reformed and assisted in documenting their policy and procedure manuals.</li> </ul> </li> </ul>	<b>Kuwait</b>

- Headed the Procurement and Stores Management Departments and developed plan to apply the new procedures
- Provided functional job descriptions for the following in-scope functions: Purchasing strategy and annual planning, Strategic items definition, Vendor selection and evaluation, Purchase requisition, Purchase order processing and authority limits, Fixed assets movement, Receiving of goods and services, Spending analysis and Management reports.
- Advised on the key performance indicators.
- Ensured compliance with the policies and the procedures manual.

2013 - Present

### **Freelance Projects**

**Lebanon**

#### **First National Bank Disaster Recovery Center, Ajaltoun**

Owner Representative during the pre-tendering and tendering process

- Compiled tender package and verified project requirements (Architectural, Structural, MEP, and Data Center).
- Proposed new methods intended to reduce cost, which were applied
- Prepared and submitted Project Cost Estimation to the Board of the Bank.
- Led tendering exercise till completion.

#### **H&H Residence, Byblos**

Owner Representative

- Coordinated with all technical parties to develop and compile project drawings and BoQ.
- Prepared Budget Estimation and Construction Planning Chart.

#### **Full Stop Gas station, Sahel Alma**

Supervised and coordinated structural, electrical, mechanical and architectural activities. Provided input on Quality, Material, Budget and Time Control.

2011 - 2014

### **W. H. Menassa Consulting**

**Lebanon**

Engineering and Construction Management Consultancy for high quality projects

- Resident Site Engineer, on a private luxurious villa (a total indoor area of 1,800m<sup>2</sup>) in Al Monsef, Jbeil.
- Nominated Project Engineer/Assistant Project Manager over a luxurious villa in Adma. Supervised and led work throughout all the turnkey project phases and conducted site supervision, work planning, follow-up, invoicing, budget control, subcontractor supervision and quality control, in addition to managing a fast track ramp-up of the project during the last finishing phases.
- Participated in First National Bank Headquarter (FNB Lebanon) pre-tendering phase, as part of the project owner representative team.

2011

### **Consolidated Contractors Company (CCC)**

**Qatar**

Dukhan Highway Project (DHP): Two months on site and in office internship.

Completed office rotation in covering material control, planning, Quality Assurance/Quality Control, procurement, plant machines and vehicles, engineering, cost control, Quantity Surveying and Health Safety Environment along with supervision activities over site construction.

2010

### **Decagroup**

**Lebanon**

Two months on site summer internship

Controlled and reported the finishing of a dairy product factory in Halat industrial city.

### **COMPUTER SKILLS**

MS Office (Excel, Word, Powerpoint), AutoCAD, HTML, JAVASCRIPT, C++

### **LANGUAGE PROFICIENCY**

Arabic (Native), French (Native), English (Fluent – Native Like), Spanish (Beginner), Italian (Beginner).

### **PERSONAL INTERESTS**

Reading, swimming, tennis, squash, football, darts, ping pong, and amateur collector of coins.