



**NAME : FADI SKAF**

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Nationality : Lebanese  
Date of Birth : Feb 18, 1966  
Profession : Engineer  
Specialization : Procurement Manager

## **EDUCATION AND PROFESSIONAL AFFILIATIONS**

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- 1970 - 1983 College Orthodoxe de L' Annonciation, Beirut, Lebanon.
- Bacc. Part 2, Math Elem.
- 1984- 1987 AUB, School of Civil Engineering, Beirut, Lebanon
- 3 year Civil Engineering
- 1988 - 1994 La Salle University, USA
- Masters Degree in Civil Engineering, Minor in "Procurement , contract & Material Engineering"

## **EXPERIENCE RECORD**

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1990–1994 **Arkitektur Inc.** USA  
*Head Site Engineer*

Heading a group of seven site Engineers in charge of house and villas construction and management.

- Increased construction sales from \$5 million to \$12 million.
- Suggested and procured new products that decreased time and cost of construction by 18%.
- In charge of constructing more than 54 villas and houses over 4 year period

1994–1996 **Portomilio Trading, Inc.** USA  
*General Manager*

- In charge of introducing new miscellaneous products and franchises to new markets.
- Managed 14 sales/purchase representatives in 4 Western states in the US.
- Implemented training course for new recruits — increasing profitability.

1996–2009      **Medicom Group sarl**      Beirut, Lebanon  
*Procurement Manager*

- In charge of sourcing & purchasing.
- Supervising sales and marketing
- Introduced and managed many brands, franchises and products into the market.
- Increased operation volume by 70%

2009–2014      **AFQCO WLL**      Doha, Qatar  
*Procurement Manager*

- In charge of sourcing , negotiating, contracting and purchasing all materials needed, and on timely basis, for constructing and operating Nine high rise buildings mainly at The Pearl, Qatar valued at over Two and a Half Billion Qatari Ryal and many other smaller projects and in charge of all company daily purchases as well
- Coordinate with suppliers, sub-contractors and logistics department for timely receipt of goods and implication of contracts.

August 2014 – November 2015      **GET WLL (Generic Engineering Technologies)**      Doha, Qatar  
*Procurement Manager*

- In charge of sourcing , negotiating contracts with sub-contractors and purchasing of all materials needed in the construction process, coordinating with suppliers and sub-contractors for timely receipt of goods and implication of contracts (Projects value : Twelve Billion Qatari Ryal) .

## **LANGUAGE CAPABILITY**

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- *Fluent in English, Arabic and French (Reading writing and speaking)*

## **COMPUTER SKILLS / OTHER SKILLS**

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- Autocad, Microsoft office, Internet and emails