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# Jad TABBARA

Business Consultant, Project Manager,  
Civil Engineer, MBA

Beirut, Lebanon

**Mobile:** +961 71 49 44 45

**Email:** [jadtabbara@gmail.com](mailto:jadtabbara@gmail.com)



Highly motivated, hands-on, multilingual Engineer with 12 years of professional experience, aware of the latest business tools and techniques. Quick adapter, adept learner under pressured conditions, and enthusiastic team player. Keen to capitalize on success in the GCC, with a move into a new challenging position, where my technical skills combine with my MBA, big 4, holding company and other experiences, to best advantage.

## ***Areas of Expertise and skills***

Project management, project finance, project management office (PMO) design, setup and implementation, valuations and real estate financial modeling, procurement and business development, capital projects review, project readiness assessments, fashion retail management, construction management and related control processes such as governance, risk, cost, schedule, contract and claim management.

## ***Education***

- MBA, 2008 – 2009, Solvay Brussels School of Economics and Management, Belgium
- Bachelor of Civil and Environmental Engineering, 2002-2006, American University of Beirut, Lebanon
- Project Management Professional (PMP) training, January 2015, delivered by Formatech in Dubai, UAE

## ***Languages***

- Arabic (native), English and French (fluent)

## ***Key Experience***

### ***Mar 2017 – July 2019, decon international GmbH, Beirut, Lebanon – Freelance Senior Consultant***

- **Program Management Consultancy (PMC) Services for Électricité Du Liban's (EDL) Distribution Service Providers (DSPs) Project (\$ 800M) – Tracks Leader**
  - Supporting the project engineers working on the DSP project 11 tracks, including asset management, construction of distribution facilities, operation and maintenance, advanced metering infrastructure (AMI), bill collection, and customer services.
  - Monitoring and coordinating with the three DSPs (BUS, KVA and NEUC) to ensure the accuracy, consistency, and reliability of the results of all performance measurements.
  - Ensuring the Service Providers compliance with the terms and conditions of the project contract, an 800 page tender document detailing the activities, tasks, and deliverables of the project.
  - Preparing regular status update and bill collection reports for EDL's Board of Directors (BoD) and the Minister of Energy and Water.
  - Participating in the preparation of the Electricity Sector Updated Plan, approved by the Council of Ministers' decision No. 1 dated April 8, 2019; and its implementation by EDL.
- **Supervision and Management of the Operation and Maintenance (O&M) of the Reciprocating Engines Power Plants at Zouk and Jiyeh – Contractual Support**
  - Ensuring that the Operator fulfils his contractual obligations to operate and maintain EDL's power plants in Zouk & Jiyeh in an efficient, reliable and safe manner in accordance with the signed contract, international best practice in similar facilities as well as per the Original Equipment Manufacturers' (OEM) guidelines, instructions and Operation / Maintenance manuals in a manner that guarantees the maximum technical and economical return to EDL.
  - Attending Monthly Executive Meetings with EDL's Chairman of the Board and Director General.

### ***Nov 2016 – Mar 2017, MINDSETS Strategy & Decision Advisors, Beirut, Lebanon – Freelance Senior Consultant***

- Involved in research on the water sector in KSA and the PPP opportunities with the National Water Company (NWC).
- Participated in the valuation of a Facilities Management company in Lebanon.
- Contributed to a study of the petroleum sector and oil and gas opportunities in Lebanon in light of two decrees approved by the Lebanese cabinet in early January 2017.
- Developed a training and business development document about Cost and Schedule Risk Analysis (CSRA).
- Took part in the development of the strategy and operating model for a mid-size regional engineering firm, with the objective of enhancing performance and enabling further growth.

***Apr 2015 – Sep 2016, CEO Office, Belbadi Enterprises, Abu Dhabi, UAE – Senior Business Analyst***

- Looked after the portfolio of companies and subsidiaries under the Belbadi group and offered internal management consulting services to the different lines of business.
- Supported the establishment and ensured the consistent use of standardized project policies and procedures, tools and process across the company.
- Managed and facilitated the flow of essential information from the on-going projects/initiatives in the group up to senior management.
- Undertook enterprise risk analysis activities and understood the current business processes to establish best practices.
- Worked with the finance and operations team to support the development and management of budgets for projects/initiatives; and supported in keeping project costs under control, watched for issues that may cause costs to rise and alerted senior management.
- The youngest board member for one of the group's previously active Joint Ventures (Dimarco) with Aldar and Tabreed (National Central Cooling Company PJSC).
- Focal point for French lawyers for the appeal against an International Chamber of Commerce (ICC) arbitration award in Paris, France.
- Coordinated with one of the Big 4 for the valuation of one of the group's fashion retail subsidiary as well as the valuation with Cluttons (property consultants and estate agents) of an AED 1.7 Billion asset (the Bateen Wharf Project) for the group in Abu Dhabi.
- Liaised and coordinated with several UAE and regional banks in order to acquire either Islamic or conventional finance term sheets for the Bateen Wharf Project and other Belbadi projects in the pipeline.

***Dec 2011 - Mar 2015, PricewaterhouseCoopers (PwC), UAE – Deals, Capital Projects and Infrastructure (CP&I) – Assistant Manager***

- **Project Management and Oversight of the construction works for the Emirates Diplomatic Academy (EDA), Abu Dhabi, UAE**  
Supported the PMO in place managing the EDA project and led the workstream overseeing the construction works of the Academy in a timely and organized manner.
- **Review and Assessment of Project Variations for the Abu Dhabi Marine Operating Company (ADMA-OPCO), Abu Dhabi, UAE**  
Provided an independent review of the reasonability of project variations from a technical perspective for a major oil and gas project in Abu Dhabi. Involved in the review of project documentation, meeting relevant stakeholders to discuss issues and the development of recommended actions.
- **Risk Assessment Update for the projects Departments of Musanada, Abu Dhabi, UAE**  
Conducted a risk assessment exercise for the projects departments by updating existing risk registers and contributing to the audit plan for 2015. Key stakeholders were interviewed, documents collected and reviewed and walkthroughs conducted to enable the update of the risk registers, the controls in place and the relevant ratings.
- **Risk function Set-up for Arabtec, the Major UAE Contractor**  
Supported a Middle East contractor in building its institutional structures and helping it identify, manage and respond effectively to the risks it faces as a business.
- **Delivery Process Enhancement for the International Petroleum Investment Company (IPIC), Abu Dhabi, UAE**  
Supported in the review and update of the policies and procedures at the Projects Division of a major UAE investment company.
- **PMO Set-up, Planning, and Implementation for the Emirates Nuclear Energy Corporation (ENEC), Abu Dhabi, UAE**  
Reviewed the Program WBS and schedule; and participated in the set-up of a PMO that undertook the integration and development, and ongoing management of the Program Plan. Assisted in bringing projects under PMO management and the embedment of PMO controls for Nawah Energy (the UAE's nuclear energy plant operator).
- **Capital Program Performance Management Review for Abu Dhabi Education Council (ADEC), UAE**  
Participated in identifying improvement opportunities to an existing capital program business model and existing projects delivery organization structure by undertaking a SWOT analysis. Also took part in the development of KPIs for the existing SLAs in place.
- **Strategic Project Risk Assessment for Abu Dhabi Marine Operating Company (ADMA-OPCO), UAE**  
Undertook a documentation review and interviewed key personnel to develop a strategic project risk assessment for a portfolio of 20+ major projects.

- **Governance Review for the Road and Transport Authority (RTA), Dubai, UAE**  
Involved in reviewing the governance of the authority's Public Private Partnership program against global good practice in PPP development and structuring. Responsible for identifying gaps and advising on internal compliance matters, controls and risks relevant to PPP projects.
- **Major project policy design for Qatar Foundation, Doha, Qatar**  
Undertook a documentation review and interviewed key personnel to assess the organization's current policy framework and approval process. Developed a set of concise project policies for the capital projects and facilities management directorates and provided recommendations on validation and implementation of the policies.
- **SARB Project Readiness Assessment for Abu Dhabi Marine Operating Company (ADMA-OPCO), Abu Dhabi, UAE**  
Part of the on-site team that conducted a project readiness review of a major oil field. Involved in reviewing the project data and attending interviews with key project and organizational personnel. Responsible for maintaining the maturity assessment framework, preparing inputs to the key deliverables and planning workshops with stakeholders to agree the risks and remediation strategies.

#### ***Aug 2009 – Nov 2011, Alumco Group, UAE & Qatar***

- **Construction Package 13 at the New Doha International Airport, Qatar (Project Manager):**
  - Started up the project with a completely new team, organized commercial, legal and technical tasks; and assured the continuous liaison between the 2 office branches in Doha and Dubai.
  - Strived to set an example for the other branches.
- **Meena Plaza Project, Abu Dhabi (Acting Project Manager):**
  - Responsible for the preparation of action plans for the various departments involved in the project and ensuring their timely execution.
  - Checked, verified and approved subcontractor's invoices for over AED 1 mil. Also, coordinated the claim against the main contractor for reimbursement of direct loss and expenses – for AED 40 mil – and entitlement to extension of time; and led the negotiation with the client, paving the way for the signature of an equitable supplementary agreement.
- **Meena Plaza Project, Abu Dhabi (Project Coordinator)**
  - Responsible for the preparation and submittal of monthly progress claims, continuous review of the project budget, and constant update of the schedule of execution of his work package based on the actual progress achieved in design, procurement, fabrication and installation.
  - Highly involved in the material planning and procurement for the project; and led the monitoring and coordination of all ongoing activities between the technical department, factory and site.
  - Coordinated the design and engineering works between the overseas design office and the project's consultant, as well as the main contractor's engineers.

#### ***Mar 2009 – Jun 2009, Infrabel (Belgian Railway Infrastructure Manager), Belgium (Consultant)***

- Advised on the Business Continuity Management (BCM) structure of Infrabel by defining a transparent strategy for this relatively recent practice in the railway sector; enabling it to be incorporated in the whole organization.
- Proposed and demonstrated the need to create a new HSE department, in order to increase focus and ease communication along the whole group.

#### ***Jul 2006 – Aug 2008, Dar Al Handasah Shair & Partners (Engineering Design Consultancy), Lebanon & Egypt (Transport Engineer)***

- By intense planning, thorough coordination and follow-through, contributed to the feasibility study of a multidisciplinary railway project that consisted of updating and expanding the network for the Saudi Railway Organization (SRO).
- Successfully delivered within a tight schedule the construction phases of a new interchange at the congested coastal highway in Lebanon; just in time for construction.
- Volunteered to relocate and integrate an all-new multicultural team in a foreign country, facilitated and assisted team members to perform, carried out the job successfully and consequently earned a promotion.
- Challenged by the very unstable conditions during the July 2006 war in Lebanon, persisted to keep the office functioning to delivery timely and effective jobs.

#### ***Computer Skills***

- AutoCAD and Microsoft Office Applications.

#### ***Professional Memberships and Associations***

- Lebanese Order of Engineers and Architects, Beirut (since November 2006)