

ELIE KAMIL CHIDIAC

Location: Kaslik - Lebanon

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Profile for Project Manager – Information Technology

Summary:

- Dynamic & accomplished professional with 13 years of versatile experience across diverse organizational domains
- Core expertise in IT Project Management Processes for Anti Money Laundry Program, Business Continuity Processes, Risk Management Processes, Disaster Recovery, Data Migration, WebSphere Proof of Concept, SOA architecture, Core Banking Systems, and Vendor Management
- Analyze information system needs, evaluate end-user requirements, custom design solutions, troubleshoot complex issues
- Skilled in defining, leading and driving project operations effectively, through the implementation of several management dynamics including Strategic Execution Plans, Task & Resource Allocation, Team Management, Performance Monitoring / Supervision, Progress Reviews

Core Competencies:

- Project Management
- System Analysis
- Requirement Analysis
- Preparation of detailed technical documents
- Quality Assurance
- Cross Functional Team Coordination

WORK EXPERIENCE

Project Management Consultancy , Kaslik Lebanon

Owner, Nov 2015 till date

Mission:

- ~ Assisting organizations to improve their performance throughout projects lifecycles by analyzing the existing organizational problems and developing plans for improvement.

Client:

EJADA – Riyadh /Disaster Recovery Site Readiness – Business Continuity

FRANSABANK, Hamra/Beirut Lebanon

Core Banking Transformation - Project Manager, Jun 2008 – Oct 2015

Responsibilities:

- ~ Coordinated activities related to project acquisition including documentation of project scope Vs deliverables, project management plans, contract, project schedule, project management documents, scheduling and leading project steering committees' meetings, end users training planning, users acceptance test planning, and rollout planning
- ~ Participated in project meetings to ensure compliance to project delivery schedules and other SLA parameters
- ~ Involved in development of project planning methodology including system integration testing, users acceptance testing and go live planning methodology
- ~ Optimized resource utilization to maximize productivity
- ~ Conducted training sessions for end users based on project requirements
- ~ Generated & updated various status reports for the senior leadership team
- ~ Obtained approval on resource requirements, change management and budget
- ~ Enhanced efficiency & reduced operational costs through outsourcing of various activities
- ~ Liaised with business departments of various banks, IT department, SAB and third parties applications solutions providers
- ~ Participated in Executive, Business, IT and Project Steering Committees

Project:**Core Banking Migration Project**

Description: Migration of new integrated modular core banking solution labeled SAB. SAB core banking license version acquired, is compiled with Data warehouse module, Treasury module, Asset liability management module, Customer Relationship management module and Anti Money Laundry module in addition to the main core banking modules

EJADA COMPANY, Riyadh KSA
Project Manager, May 2004 – May 2008

Responsibilities:

- ~ Involved in enhancement & management of IT network infrastructure
- ~ Functioned as point of contact for PMO Head & Computer Services Department to ensure compliance to PMO regulation and processes
- ~ Optimized resource utilization to maximize productivity
- ~ Coordinated presales activities aimed at accomplishment of business targets
- ~ Designed & maintained Business Case, RFP, RFQ and other Technical Documentations
- ~ Conducted training sessions on PMO methodology and regulation for 15 project managers at the Computer Services Department - Riyadh Bank Data as an Outsource Project Manager
- ~ Led an off shore development team from India (Infrasoft teck company) in delivery of customized new software version based on Saudi Fransi Business requirements

Projects:

- ~ Anti Money Laundering Application for Banque Saudi Fransi, Riyadh, Apr 2007 – May 2008
- ~ Mainframe Link – STEFORM/STELINK Link – SWIFT for Saudi Arabian Monetary Agency – SAMA, Sep 2006 – Apr 2007

PROFESSIONAL OUTSOURCE (Client – Riyadh Bank)
Project Manager, May 2004 – Jul 2006

Responsibilities:

- ~ Ensured compliance to customer are met to SDLC across project life cycle phases
- ~ Involved in planning, organizing & supporting of project management and status review meetings
- ~ Generated/ updated status reports including maintenance of issues & risk logs
- ~ Monitored & evaluated project schedules in ensuring compliance to SLA parameters
- ~ Functioned as point of contact between PMO & Computer Services Department
- ~ Controlling Technical documentation (RFI, RFQ, RFP, and business case)

Projects:**Tadawul Branches Infrastructure Enhancement**

Role – Project Manager

Description: Branch connectivity upgrade & implementation of Redundant Solution

Build a System Management Department

Role: Project Management Consultant

Description: Definition & setting up of organization structure, processes, goals and objectives for the System Management Department

Internet Banking Disaster Recovery Site

Role: Project Management Consultant

Description: Design & building of end to end Internet Banking Infrastructure at the Disaster Recovery Site, including the Business Continuity Plan and Contingency Procedures

Implement MubasherPro- PDS (Price Dissemination System) across all Tadawul Branches

Role: Project Manager

Description: Develop deployment strategy including business, hardware & networking requirements, define & implement project plans

INTEGRATED SOLUTIONS FOR BUSINESS (ISB), Riyadh, Saudi Arabia

IT Engineer/Superintendent, Jun 2001 – Apr 2004

Responsibilities:

- ~ Involved in collation & analysis of requirements for imaging & archiving
- ~ Designed/ integrated LaserFiche Imaging & Archiving Product with the customers systems
- ~ Developed & implemented solutions through a team of two technical engineers and two software developers
- ~ Coordinated with the support team in USA to address support issues
- ~ Worked on customization based on project requirements
- ~ Maintained updated knowledge of Fujitsu heavy production scanners
- ~ Designed, implemented & deployed Saudi National Socialization, an archiving solution deployed over the kingdom
- ~ Automated migration program idea to migrate existing customer database to index archived papers for Saudi Oger
- ~ Coordinated activities related to migration of 1.2 million records

Projects:

Saudi Oger, Saudi Arabia

Description: Solution designed to archive 25,000 employees' files at the human Resources department (each file contains at least 100 papers)

General Organization and Social Security, Riyadh

Description: Solution designed to archive Social Security files distributed over 21 sites in different cities in the Kingdom

Ministry Of Education

Description: Solution designed to archive Minister office related files

Grain Silos & Mills

Description: Solution designed to archive files & full automated fax system integrated with LaserFiche

Ministry of Education at Bahrain and Riyadh Police

Description: Solution designed to archive files and user training

PAST ASSIGNMENTS

SOFTWARE CONTRACT AND SERVICES, Paris-France

Developer, Apr 2000 – Nov 2000

- ~ Project: E-Banking product installation, product configuration & page development (HTML and THT) for the AXE-DCI E-Banking product

AMERICAN UNDERWRITER GROUP, Lebanon

Assistant - MIS Department, Oct 1999 – Mar 2000

NOTRE DAME UNIVERSITY, Lebanon

Technical Assistant - Computer Center, Oct 1997 – Jan 1999

ACADEMIC CREDENTIALS

- ~ **Bachelor of Natural and Applied Sciences (Computer Sciences), Notre Dame University, Lebanon, 2001**

TRAININGS

- ~ Fujitsu Technical Training on Production Scanners - Dubai
- ~ Project Management Seminars - Dubai
- ~ Websphere - Lebanon
- ~ SOA Architecture

IT FORTE

- ~ Development Languages: C, Knowledge of Java, JavaScript, Pascal, HTML,
- ~ Databases: Microsoft Access, SQL Server
- ~ Architecture: SOA design and websphere.
- ~ Management Skills: Excel, PowerPoint, Microsoft Project, Assembly, Automation, Primavera, and ITIL & ITSM Knowledge, PMP project management processes, Prince II, Sigma 6, and CMMI
- ~ Consultant: E-Learning Solutions (WebCT), Archiving Solutions (LaserFiche), CRM solution (Soffront), HelpDesk Solutions (Remote Admin, PC DUO), Scanners Solutions Provider
- ~ Network Administrator: NT, Win 2000

Date of Birth: 13th March 1973; **Languages:** Arabic, English, Russian and French; **Reference:** Available on Request