

Alaa Walid Yehia

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Date of Birth April 7, 1986

Professional Summary

Accomplished general manager with a history of achievements in the contracting field.
Areas of expertise include Financial Management, Business Development and Risk Analysis.

Work Experience

11/2014 - 10/2019

Alaa Yehia Establishment - Beirut, Lebanon & Doha, Qatar

General Manager

- Direct and coordinate the company's financial activities to fund operations, maximize investments and increase efficiency.
- Prepare and negotiate contracts and agreements with architects, consultants, clients, suppliers and subcontractors.
- Determine and hire required resources.
- Manage all project phases.
- Prepare and submit budget estimates, progress and cost tracking reports.
- Mitigate risks of delays, unsuitable weather and emergencies at construction site.
- Obtain all necessary permits and licenses.
- Manage all financial aspects and lead business development duties.
- Detect potential investment opportunities.

06/2012 - 08/2014

American University of Beirut - Beirut, Lebanon

Project Manager / Grants

- Manage all grant's tasks and report to the European Commission.
- Manage financial activities of the grant and coordinate among partners (European and Lebanese Universities).
- Organize and Develop proposals and implement new grants.
- Arrange and negotiate terms and financial plans for new grants.
- Coordinate conferences, meetings and special events.
- Manage current grants and transcribe with Professors to abide by the grant terms.

07/2009 - 05/2012

The General Company for Contracting - Beirut, Lebanon

Project Coordinator

- Consult and negotiate with clients to prepare project specifications.
- Prepare budgets, bids and contracts.
- Direct recruitment, placement and evaluation of project staff.
- Review, recommend and approve contracts and cost estimates.
- Develop and implement policies, standards and procedures.
- Plan, direct and coordinate survey work with other project activities.

09/2006 - 07/2009

Lebanese American University - Beirut, Lebanon

Internship / Financial Aid Officer & Research Assistant

- Guide applicants through financial aid procedures.
- Develop required research reports.

Education

09/2009 - 07/2011

Lebanese American University - Beirut, Lebanon

MBA

Graduate with high distinction (GPA 3.85/4)

Main courses:

- Financial Risk Management.
- Business Economics.
- Financial Accounting.
- Quantitative Methods in Business.
- Financial Management.
- Marketing Management.
- Financial Derivatives.
- Business Strategy & Innovative Management.

09/2006 - 07/2009

Lebanese American University - Beirut, Lebanon

B.S. International Business

Graduate with honors (GPA 3.3/4)

Main courses:

- Managing the Multinational Corporation.
- Global Financial Management.
- International Marketing.
- Principles of Accounting.
- International Economics.
- Managerial Finance.
- Financial Institutions and Markets.
- Management Information Systems.
- Business Law.
- Organizational Behavior.

2014

CMCS/AUB CEC - Beirut, Lebanon

- PMP Certification course (Project Management Professional).

Languages

English	— Highly proficient in speaking and writing.
Arabic	— Native.
French	— Good Working knowledge.

Skills & Hobbies

- Management Skills: Financial management, Risk Analysis, Resources Management, Public Relation, Project and Contract Management.
- Computer Skills: Microsoft Dynamic AX, Oracle, Microsoft Office, general knowledge in business software.
- Research Skills: Adept in research, proficient in assessing a situation and providing solutions.
- Educational: Agog to read business articles to keep abreast of the markets and to find potential investment opportunities.
- Cultural: Travel around the globe to experience new cultures.
- Sports: Soccer and Basketball.

References

Available upon request.