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## SUMMARY OF QUALIFICATIONS

Excellent Project Management skills. Experienced with managing projects in different industries; and managing team members from different cultures and backgrounds, remotely and closely. Skilled at learning new concepts quickly, high adaptability in international environments, working well under pressure, and communicating ideas clearly and effectively. Enthusiastic and experienced in overseas travel.

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## PERSONAL INFORMATION

Address	40G South of Academy – Fifth Settlement – New Cairo – Egypt
Nationality	Egyptian
Languages	Arabic (native), English (fluent), German (basic), Italian (basic)

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## WORK EXPERIENCE

### **Project Manager**

#### **Hayel Saeed Anaam Group**

*One of the world's leader in FMCG industry*

**April 2019 – Current**

**Cairo, Egypt**

- Managed multi-million dollars projects from initiation to closure
- Developed new analytics tool to allow senior management to understand the impact of each project
- Utilized software and tools for task distribution, following up and progress recording for the team members
- Assigned budget, generated Work Breakdown Structure and task lists
- Established project performance metrics to set planning objectives
- Maintained close connection with project personnel to quickly identify and resolve problems
- Negotiated contracts and offers of outsourced services providers
- Oversaw £700K budget for Multimillion project, tracking expenses and timelines
- Led 5 project teams in different industries concurrently of global projects.
- Led global COVID-19 initiative taskforce in cooperation with UN (WHO\WFP) and private sectors

### **Project Manager**

#### **Infinity Solar**

*market leader in the utility-scale solar market in Egypt with over 90% market share*

**February 2018 – April 2019**

**Cairo, Egypt**

- Defined project scope and value proposition by outlining work plans, assessing needs and resources, determining timeline (Gant chart) and estimating budgets
- Utilizing Project Management Software (Primavera and Microsoft project) to generate charts and reports
- Managed multiple project teams (Technical, procurement and construction) engaged in Solar Energy projects in cross-functional environment
- Arranged ongoing technical training for staff stakeholders
- Assessed projects risks and devised mitigation actions encompassing close attention to contracts and service level agreements by subcontractors and vendors, external dependencies and potential roadblocks
- Delivered technical projects to achieve client business requirements.

### **Senior Project Engineer**

#### **Bonatti Srl.**

*Oil & gas international general contractor with 70 years of experience*

**October 2015 – January 2018**

**Alexandria, Egypt**

- Coordinated with project installation group to ensure appropriate technical support during project execution.
- Conducted constructability assessments, which involved independent, in-depth appraisals of construction bid documentation to assure coordination, alleviate issues and remove redundancy.
- Delivered detailed and concise directives to team members and worked closely with organizational managers to facilitate project success.
- Surveyed sites, collected measurements and assessed conditions to inform design process.
- Directed engineering-related activities at project sites to maintain control over activities and keep work in line with specifications.

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**Technical Office & Planning Engineer**

**June 2015 – July 2016**

**Paratino Impianti Srl. – 4.8 MW New Capital Power Plant**

**New Capital, Egypt**

*Power Generation international general contractor*

- Utilized Primavera to draw planning diagrams and generate S-curve
- Created and supervised projects charts from start to finish
- Managed the schedule and budget of the power generation project over one year
- Contributed to design and construction of Power generation projects.

**Operations Department**

**June 2012 – June 2014**

**Global Industries Group**

**Cairo, Egypt**

- Establishment of Preventive Maintenance Planning
- Electrical\Mechanical Troubleshooting for errors in Heavy Equipment
- Resource Allocation Contacting the suppliers and selecting feasible solutions.
- Performance management, project management, Coaching, supervision, results driven and developing budget.
- Preform budget check for requisitions and POs. Prepares and implements corrective actions on a timely manner.
- People Management, distribution of manpower, and developing labours skills. Reporting to the higher management.

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**EDUCATION**

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**Bachelor of Science (BSc), Mechatronics**

**February 2012**

**German University in Cairo (GUC)**

**Cairo, Egypt**

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**ACTIVITIES & TRAININGS**

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**Finance for Non-finance Managers**

**February 2019**

**Top Business - Maadi**

**Cairo, Egypt**

- The types of financial statements
- Budgeting (investment appraisal)
- Financial statements

**Introduction to FIDIC contracts**

**December 2018**

**Independent Consultant**

**Cairo, Egypt**

- Different principals of FIDIC standard form of contract
- How to administer a Project when dealing with FIDIC contract

**Project Management Diploma (PMBOK 6<sup>th</sup> Edition)**

**April 2013**

**Regional Information Technology Institute (RITI)**

**Cairo, Egypt**

- Profound knowledge of project management to plan and implement a project
- Use of Microsoft Project and Primavera P6