

BAKER HALAWI

Project Manager

📍 Beirut, Lebanon

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✉ baker.halawi@gmail.com



+ EDUCATION

- American University of Beirut
2022
MASTER OF ARTS

Public Policy and International Affairs
- Lebanese American University
2018
MBA

Business Management
- Rafic Hariri University
2013
BACHELOR OF SCIENCE

Computer and Communication Engineering
- Rafic Hariri University
2015
MASTER OF SCIENCE

Computer and Communication Engineering

+ LINKS

LinkedIn

<https://www.linkedin.com/in/bakerhalawi/>

+ ABOUT ME

Certified Project Manager experienced in Information Security Engineering, NGO Management and General Business Consultancy.

"Guinness World Record" holder for Most National Flags Displayed in One City in 24 Hours - Beirut Alive NGO.

+ WORK EXPERIENCE

- American University of Beirut Medical Center MAY 2017-PRESENT
Beirut
PROJECT MANAGER
 - Leads projects, including planning, obtaining customer input and projecting resource requirements for Epic and other Hospital Information System (HIS) Application. Held the title of "Best Go-Live Ever" in terms of security with less than 1% of error.
 - Maintains the ongoing service relationships between the IT department and its direct application customers and is a liaison to other departments and entities.
 - Maintains awareness of latest developments in key areas of responsibility and brings forward opportunities that might benefit the organization.
 - Experience with implementing and supporting a major system in a clinical or system analyst capacity.
 - Experience working with in an agile environment.
 - Coordinates actions and monitors auditing with concerned department.
 - Knowledge, implementation, and maintenance of IT Security infrastructure in company.
- Bank Misr Liban - BML JUN 2014-APR 2017
INFORMATION SECURITY OFFICER
 - Handled User Maintenance Process during Oracle FlexCube Operating System deployment.

+ COURSES

- MAY 2017
SECURITY, EPIC
- MAY 2017
DATA COURIER AND
ENVIRONMENT RELEASE
MANAGEMENT, EPIC
- APR 2021
PMP, PROJECT MANAGEMENT
INSTITUTE

+ SKILLS

Project Management

Soft Skills

Emotional Intelligence

Conducting Risk Assessments

Bilingual In [Language]

Positive Learning Process

Lead Development

+ LANGUAGES

English

Arabic

French

Spanish

+ SOCIAL EXPERIENCE

- FEB 2018-PRESENT
PRESIDENT -BEIRUT ALIVE NGO
 - Organized a national event and broke a "Guinness World Record": City of most raised national flags within 24 hours (record used to be owned by Waterloo, New York U.S.); Owned now by Beirut-2019.
 - Responsible for Vision creation and maintenance throughout the years.
 - Lead and manage organization for organizational matters, events planning, executing and evaluation.
- NOV 2019-PRESENT
ASSOCIATE CONSULTANT - BEIRUT ASSOCIATION FOR SOCIAL DEVELOPMENT
 - Consulting for initiating, planning, executing, and monitoring projects for the NGO's current and future projects, especially the ones related to information technology field.
- FEB 2015-PRESENT
TRAINER - "IFLRY"
 - Certified Course Facilitator, handled courses with International organisations : iflry, Ayufd, Geneva Call...etc. in more that 10 cities in the European Union and MENA Regions.

+ COMPETENCIES

- - Has proven experience in application of project management and system development methodologies.
 - Demonstrates a broad knowledge of business/scientific functions and related systems interfaces that can assist any institution.
 - Management skills that include strong written and verbal communication skills, negotiating skills and organizational skills.
 - Works in a complex and unstructured multi-disciplinary environment, setting standards for administrating policies and demonstrates competency within change management.

+ INTERNSHIP

- touch JUN 2012-SEP 2012
TELECOMMUNICATION ENGINEER