

Personal Information

Single
Lebanese
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PROFESSIONAL EXPERIENCE

Project Manager

ASACO general trade & contracting (Beirut – Lebanon)

April 2017 – Present

As **Project Manager** I am responsible for planning, executing, and delivering engineering (Electrical, Mechanical and Solar) projects on time, within budget, and in accordance with specifications. To achieve these important goals, I have to define project requirements and scope, acquire project resources, and supervise the efforts of project team members. Efficient delivery of the project deliverables, effective quality control, clear communication of expectations to stakeholders, and upward reporting to senior management were my critical tasks performed throughout each project's lifecycle.

My main tasks were the following:

- Develop project plans, manage issues and risks, drive issue resolution, direct resources to accomplish project tasks, and maintain control over projects.
- Prepare shop drawings and material submittals.
- Prepare BOQs and coordinate with logistics for timely supply.
- Develop method statement and testing and commissioning procedures.
- Prepare progress reports and initiate invoicing with accounting team.
- Manage the project's field staff and subcontractors' performance.
- Prepare site visit report and coordinate with other trades
- Ensure quality and safety to ensure compliance with the contract documents.
- Prepare variation orders.
- Maintain strong relationship with clients, contractors and subcontractors.
- Create detailed work breakdown structures for successful implementation strategies.
- Provide marketing support and presentations.
- Manage multiple projects concurrently.

Technical and Projects Manager

Keep Property – Jamil Saab & Co. (Beirut-Lebanon)

December 2013 – April 2017

As **Technical and Projects Manager** in "Keep-Property", my main responsibilities, in order to grant a 24-hour optimal functioning for all the electro-mechanical systems in all the projects, were the following:

- Leading a team of 10 electro-mechanical technicians, in order to provide preventive and corrective maintenance for all electro-mechanical equipment.
- Assure optimization of the Maintenance Organization structure.
- Analysis of repetitive equipment failures.
- Estimation of maintenance costs and evaluation of alternatives.
- Forecasting of spare parts.
- Assessing the needs for equipment replacements and establish replacement programs when due.
- Assessing required maintenance tools and skills required for efficient maintenance of equipment.
- Assessing required skills required for maintenance personnel.
- Reviewing personnel transfers to and from maintenance organizations.
- Assessing and reporting safety hazards associated with maintenance of equipment

Electro-mechanical consultant

Kamal Sioufi & Associates

September 2008 – November 2013

My job responsibilities were planning and designing all systems related to ventilation, air conditioning, heating, water supply, drainage, firefighting, smoke management, power, low current, photovoltaics for all kinds of projects; In addition to conducting coordination meetings, checking shop drawings, preparing bills of quantities and books of specifications, sites supervision and participating to trainings and seminars.

Interests and Hobbies

Reading and writing:

History, philosophy and physics (Quantum physics)

Basket ball

Chess

Yoga

Volunteer at local animal shelter

Languages

Arabic Native

English Fluent

French Fluent

Spanish Elementary

Computer Skills

Programming

C, C++, Matlab, Microcontroller

Texting

Microsoft Office

Design

AutoCAD 2D,3D, Mechanical desktop, Revit

Web Design

Front Page

Imaging

Photoshop

PROFESSIONAL EXPERIENCE

Examples of projects and supervisions:

- **High rise buildings:** JCCI 39 floors offices building and 19 floors hotel building (6260m² - KSA) – MIG tower 20 floors building (4800m² - KSA).
- **Residential:** Achrafieh 2457 building, ConviviumVI (1120 m² - Gemmayzeh), Park Palace (2170 m² - Rmeil), Palmyra palace (1325 m² - Tadmor), Yaafour Palace (1020 m² - Yaafour), Villa Makhzoumi (4000 m² - External infrastructure – Faqra), Villa Jabre (180 m² - Jounieh), Residential castle Malabo (1050 m² – Guinea Equatorial).
- **Commercial:** Le Mall (6570m² - Dbayeh), ABC Dbayeh (6570 m² - Extension), Solution plaza (1660 m² - Nigeria).
- **Offices:** Byblos bank branches, Hitachi center offices (200 m² - Sin el fil), BSO bank branches, MEAB bank branches, Fransabank branches, Al jazira offices (2028 m² – Beirut).
- **Restaurants:** Mc Donald's branches, La Bodeguita del medio pub and restaurant (315m² - Downtown), Gaucho restaurant (Downtown), petit café (1000 m² - Antelias), Reef island restaurants (2520m² – Bahrain).
- **Hotels:** Baghdad airport hotel (1700 m² - Baghdad international airport), Monot hotel (300 m² - Beirut), Zayzoom (400 m² - Beirut).
- **Hospital:** St. Charles hospital (2500 m² – Beirut) .
- **Sports permits :** Al Kharje sport center (12900 m² - KSA).

Site visits, for shop drawings checking and inspection:

- Prince Qatar residence in Yaafour-Syria.
- Fransabank branches - Byblos bank branches – MEAB branches – Mc Donald's branches...
- Villa jaber.
- Roofbay (10900m² – 5 villas and 2 apartment buildings) – Bahrein
- Reef Island – Bahrein

OTHER EXECUTED PROJECTS

Mechanical and Electrical Engineering Freelance projects (2009 – present)

Preparation of tender documents, execution and supervision

Shops and restaurants (with Blue print company):			
Atelier workshop – Bebe – Clarks – Crave restaurants – Decathlon – GAP – Gymboree – Massimo dutti – Zara			
Villa Nidal Bherrawi - Ajaltoun		Villa Fatka - Adma	
Daroun Building	Square coffee shop - Zalka	Dbayeh Motel	Powder Pub - Faraya

CERTIFICATIONS, SEMINARS AND TRAININGS

Acson air conditioners	Seminar, and factory visit in Malaysia	Zod	Seminar and certification for fire suppression systems
API	Seminar for piping and accessories	Carrier	Seminar for AC systems and HAP software training and certification
Water Master	Training for water features systems design	Daikin	Seminar for VRV II and VRV III AC systems
Novenco	Training for car park ventilation system with jet fans	Chematek company	Training Machinery design and motors
Life Coaching Certificate			
The Academy of Modern Applied Psychology – March 30,2020			

EDUCATION

Mechanical Engineering Master's Degree (Graduated among the top five – Rank 2)
Lebanese university, Branch II, Roumieh (2004 – 2009)