

Mohamad Bakri

Personal Details

Name: Mohamad Bakri
Address: 📍 Lebanon
Mobile: 📞 +96170748257 | ✉ [bakrionline@hotmail.com]
Email: bakrionline@hotmail.com

A-Professional Summary

Results-driven and organized professional with a **Master's degree in Management** and over **10 years of experience** in **training** project management, operations, and coordination. Skilled in **taining projects implementation, monitoring, budgeting, staff supervision, M&E plans, logistics and procurement, and policy implementation**, with a proven record of creating efficient and compliant operational systems that support learning environments. Recognized for strong leadership, problem-solving, and interpersonal communication skills that foster collaboration among staff, parents, and community members.

C-Work Experience

1- Training Project Manager-Norwegian Refugee Council – 2022 till May 2026

1. **Lead the overall planning, coordination, and implementation of projects**, ensuring activities meet quality standards, timelines, and donor-approved deliverables across all project sites.
2. **Led the end-to-end coordination of training cycles**, including developing training schedules, cohort plans, and session calendars.
3. **Develop, monitor, and regularly update detailed training work plans, MEAL plans, procurement plans, spending plans, and recruitment plans**, in close coordination with the MEAL Department and field teams to ensure effective program performance and data-driven decision-making.
4. **Oversee full operational management for multiple training project locations**, ensuring smooth daily operations, staff scheduling, logistics coordination, and adherence to internal procedures and compliance frameworks.
5. **Provide direct supervision, performance management, and capacity-building support** to project and field staff to ensure strong team performance, accountability, and high-quality service delivery.
6. **Coordinate with liaison focal points and local authorities** to secure necessary approvals, ensure regulatory compliance, and facilitate smooth implementation of emergency and education interventions, including large-scale community events and youth-focused activities.

2- Training Project Coordinator -Norwegian Refugee Council (2021-2022)

1. Lead the overall planning, coordination, and **implementation of youth training projects**, ensuring activities meet quality standards, timelines, and donor-approved deliverables across all project sites.
2. **Supported the identification and evaluation of training providers and trainers**, coordinated contracting and documentation processes with procurement, and monitored provider performance to ensure compliance with required standards and the timely and effective implementation of training activities.
3. Manage **program budgets**, including the preparation, monitoring and updating of financial work plans, ensuring resources are managed effectively.
4. **Oversee the delivery of agreed outputs** and quality of activities and work closely with other team members to set and **monitor objectives and work plans** to ensure activities are implemented in accordance with overall project objectives.
5. **Conduct frequent field visits to activities sites** to ensure that services are delivered as per NRC standards and to collect feedback from beneficiaries, teachers, etc.
6. **Ensure database is updated with all beneficiaries'** information and validate consistency of data sets between the education database and NRC's reporting system.

3-Project Officer/Technical Officer at the Norwegian Refugee Council 2013-2020

1. Participated in the **design and implementation of training** based on needs assessments
2. **Developed and adapted training** modules in English and Arabic.
3. Organized and facilitated training workshops for teachers, staff, supervisors, and youth participants.
4. Supported learner engagement, communication, and follow-up throughout training implementation cycles.
5. Contributed to development of communication and awareness materials related to training and youth development initiatives.

D-Academic Qualifications

- *Master's degree in business management and administration (Feb 2016)*
- *BA in English Literature and Linguistic (2010)*

- *Diploma in Office Management, one year (2008)*

Formal Training and Achievements

- *United Nations Alliance of Civilization – New York - Fellow*
- *Caux Leadership Program – Switzerland – Intern*
- *MEPI Leadership for Undergraduate Student- USA- Alumni*

E-Technical Skills

Microsoft Office Suite (Excel, Word, PowerPoint, Outlook) | Reporting Tools | Budget & Data Analysis