

JIHAD HALAWI

📍 Riyadh, Saudi Arabia | Open to relocation to Lebanon

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PROFESSIONAL SUMMARY

Senior IT Project Manager with 20+ years of experience delivering enterprise-level solutions across government and large organizations in KSA. PMP-certified with strong expertise in managing full project lifecycles, leading cross-functional teams, and implementing complex systems including Case Management Systems (CMS) and Document Management Systems (DMS). Proven ability to deliver projects on time, optimize processes, and align technology with business goals.

CORE COMPETENCIES

- Project Management (Agile & Waterfall)
 - Stakeholder & Client Management
 - Business & Systems Analysis
 - Risk & Issue Management
 - Process Improvement & Optimization
 - Team Leadership & Coordination
 - Enterprise Systems Implementation (CMS, DMS)
 - Tools: Jira, MS Project, SQL Server, IIS
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PROFESSIONAL EXPERIENCE

Project Manager

Tasheel Infotech – Saudi Arabia

📅 Oct 2019 – Present

- Managed multiple government projects from initiation to closure using Agile and Waterfall methodologies
- Led implementation and upgrade of Document Management Systems (DMS) and Case Management Systems (CMS)
- Directed cross-functional teams and coordinated with stakeholders across multiple entities
- Delivered system customizations improving operational efficiency and user workflows

- Ensured successful project delivery for high-profile clients including:
 - Public Prosecution
 - Central for National Health Insurance
 - Saudi Central Board for Accreditation of Healthcare Institutions

Key Achievements:

- Successfully delivered multiple CMS and DMS implementations across government entities
 - Led system upgrades and enhancements improving performance and scalability
 - Maintained long-term client relationships through consistent delivery and support
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Business Solutions Consultant / Project Coordinator

Tasheel Infotech – Saudi Arabia

 Jan 2018 – Sep 2019

- Acted as key consultant and business analyst for Case Management System (CMS)
 - Gathered and analyzed business requirements and translated them into technical solutions
 - Supported project planning, execution, and stakeholder communication
 - Contributed to successful delivery of CMS to Public Prosecution and Estate Contributions Commission projects
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Senior Systems Analyst

Zuhair Fayeze Partnership – Saudi Arabia

 Jan 2007 – Dec 2017

- Led analysis, design, and implementation of Case Management System (CMS) from scratch
 - Delivered and supported CMS solutions for Public Prosecution and Civil Disputes entities
 - Supported and maintained Document Management Systems across multiple government clients like (Royal Protocol, Saudi Electronic University, General Department Of Weapons And Explosives, General Investigation Department)
 - Provided systems support, troubleshooting, and user training
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Earlier Roles

- Quality Assurance Programmer – Zuhair Fayez Partnership (2006)
 - Technical Support – Presidential Palace IT Center, Lebanon (2005)
 - Software Developer – InfoTelec, Lebanon (2004)
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EDUCATION

Bachelor of Science in Computer Science
Lebanese University – Faculty of Sciences

CERTIFICATIONS

- PMP – Project Management Professional (Valid until 2029)
 - Microsoft Certified Professional (C#.NET)
 - MCTS – SQL Server 2008 (Database Development)
 - Agile Project Management Certification
 - IBM Maximo Certified
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TECHNICAL SKILLS

- SQL, Database Design & Queries
 - Microsoft SQL Server, IIS, Active Directory
 - HTML, XML, JavaScript (basic)
 - Systems Integration & Deployment
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LANGUAGES

- Arabic: Native
 - English: Fluent
 - French: Intermediate
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