

# Maher Dahleh, PMP, CCMAP, ICGB, PEM

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## Operations Management Profile

Project Management & Execution | Procurement Strategy | Contract Administration

Project Management Professional with extensive leadership training and solid experience driving strategies across enterprises that enhance efficiencies, reduce costs, and improve organisational performance. Dynamic leader adept at establishing productive relationships with internal and external clients/suppliers in a multi-national environment and motivating diverse teams of individuals to work together to exceed business goals. Results-focused and highly competent change agent poised to facilitate timely delivery of project requirements to add positive effect to the top and bottom line. Gained significant experience in delivering multi-million dollar construction projects for high-profile clients.

## PROFESSIONAL EXPERIENCE

Nov 2017 – Present

**ABB** ABB (Asea Brown Boveri)

Riyadh, KSA

Title: Head of Project Management & Engineering

Division: Modular Electrification Systems

- Guided and directed operational teams within the division alongside individual project managers. Assisted teams in defining project goals, appointed project team staff members, and delivered all stages of the projects.
- Managed complex customized projects and delivered successfully to major clients in the Gulf region such as Tatweer, Qatalum , Emal , Occidental, Flour, Maaden , GACA, KOC , SETE industrial , GE , Al-Marai
- Planned procurements with sub-suppliers, released purchase orders, rated vendors, conducted commercial negotiations and administered procurements.
- Supervised finalisation of proposals and attended to any recommendations with Sales team.
- Analysed and prepared executive summaries of KPIs, presentations, project status updates & cash flow reports
- Lead and reviewed engineering for projects and ensured compliance to standards, contract specification and standard engineering practices .Ensured timely delivery of BOM and design deliverables.
- Served as a key liaison between engineers and customers, provided diplomatic leadership to promptly resolve any brooding conflicts and protected company's interests.
- Maintained awareness of cutting edge technologies and market trends to make innovative recommendations.
- Implemented a number of outsourcing strategies to increase orders and reduce operating costs.
- Maintained customer satisfaction and received numerous appreciation letters for successful Project completion.

Jan 2012– Nov 2017

**ABB** ABB (Asea Brown Boveri)

Riyadh, KSA

Title: Projects Department Manager

Division: MV Modular Systems

- Managed multiple project teams led by individual project managers to deliver customized prefabricated electrical substations.
- Increased overall revenues by 27% and contributed to an annual savings of 7% through procurement selections and shrewd negotiations with suppliers.
- Succeeded in building a highly qualified diverse project management team within just four-years of engagement.
- Avoided/mitigated liquidated damages and other penalties/claims after careful study of contracts and logging milestones and chronological sequence of events.
- Controlled & Monitored all operational KPIs
- Commended by leadership teams for readily identifying risks and planning risk response strategies.
- Issued final invoices, collection of money, closing bonds/bank guarantees, organizing warranty period and archiving key contractual documents.
- Managed Change Control requirements, identifying contract variation & setting up claim strategy
- Conducted Project closure phase, handover/acceptance, post calculation, lessons learned

## PROFESSIONAL EXPERIENCE

April 2009 – Sep 2011  Consolidated Contractors International Company CCIC Riyadh, KSA  
Project/ Value: Princess Noura University / 2.2 US\$ Billions  
Main Contractor /Client: JV CCIC-EL-SEIF/ Ministry of Finance  
Title: Electrical Section Engineer- Procurement & Engineering

- Arranged the quantity take-off from the drawings and project BOQ including its technical specification
- Reviewed vendors' offers against the contract drawings and specifications to ensure technical compliance as per project requirement and ensured that commercial offer is within budget,
- Prepared comparative statements and arranged negotiations with suppliers.
- Prepared timely submission of Material approval Requests to client, clarifying client's comments and issued purchase orders to suppliers after approval.
- Suggested suitable technical alternatives whenever possible and provided input to the project schedule.
- Kept the Control Manager well informed as to potential problems or delays within the Procurement cycle for any long lead materials and initiated timely corrective actions.
- Supervised execution of contracts and Purchase orders, ensuring conditions are met and provided correct and timely information to finance department to process payments or enforce penalties.
- Assisted in project close out to maintain projects data and ensured accessibility of information

Sept 2008 – Feb2009  Consolidated Contractors International Company Aqaba, Jordan  
Project/Value : Saraya Aqaba Project / 214 US\$ Millions  
Contractor: JV CCIC/Saudi Oger  
Title: Electrical Section Engineer

- Coordinated and directed the activities of subcontractors to ensure proper first fix installations of all electrical systems. Reviewed Electrical shop drawings after revising the design drawings
- Coordinated the works on site with inspections and highlighted any shortfall in quality.
- Provided input on jobsite logistics, organization, work schedules and manpower utilization.
- Assisted the Control Manager in preparing inquiries, comparison sheets, BOQs, subcontractor's packages ,RFIs
- Coordinated between Architectural and Mechanical Sections for any requirements of design modifications.

Apr 2006 – Aug 2008  Consolidated Contractors International Company Rabigh, KSA  
Project/Value: Rabigh Olefin Plants Project / 385 US\$ Millions  
Main Contractor: Japanese Gas Corporation, JGC  
Client:JV of Saudi Aramco and Sumitomo Chemical  
Title: Electrical Site Engineer

- Lead the Electrical construction works for two substations, two process interface buildings, Furnace, Ethane Cracker pipe rack ,motor solo-run tests and assisted client in testing and pre-commissioning activities.
- Examined construction drawings to highlight any discrepancies, performed quantity take off calculations and prepared methods of statements, RFIs, material approval requests and purchase orders prior to commencement of activities with sufficient time.
- Assigned Responsibilities and job tasks to site supervisors, foreman and charge hands.
- Reviewed cost code allocations of man-hours, materials and equipment to ensure they are kept within budget.
- Managed site crew to accomplish project completion within time, safety and budget constraints.
- Lead Mobilization activities in terms of design, procurement and construction for camp, fabrication shops and offices.

## PROFESSIONAL EXPERIENCE

- Apr 2004 – Feb 2006  Consolidated Contractors International Company Sohar, Oman  
Project/ Value :Sohar Refinery Project / 130 US\$ Millions  
Main Contractor: Japanese Gas Corporation, JGC  
Client:Sohar Refinery Company  
Title: Jr.Electrical Engineer
- Assisted the section head in supervising electrical works including mobilization, cable pulling, substations, testing, energization, motor solo-run testing, street lighting and electrical works ( lighting , power, communication ) in Methyl Ether Area
  - Issued daily/weekly reports to section head for electrical work progress, quality and status.
  - Reviewed all materials, consumables and requisitions raised by subordinates to prevent waste.
  - Participated in planning solutions to construction problems arising in the course of the construction
  - Participated in the handover of the project, collation of documentation, establishing defect list, establishing Punch list with the client and ensuring closure of all punch list items.
- Aug 2003 – Feb 2004 Ahmad Badaweih Establishment Amman, Jordan  
Title: Electrical Engineer  
Supervised of Electrical Works in domestic buildings

## EDUCATION

- 1998 – 2003 Jordan University of Science & Technology Irbid, Jordan  
B.Sc in Electrical Engineering  
Average: 80  
Rating: Very Good  
Rank: (8) among (106) students
- 1998 Amman Academy School Amman, Jordan  
General Secondary Education Certificate  
Average: 93.4

## HONORS

Dean's list for two semesters.  
Safety Record of Excellence – Rabigh Olefins Plant Project/ Petro Rabigh  
CEO excellence Gold Award – ABB Switzerland  
ABB Operational Excellence Program Diploma

## Affiliations

- Jordanian Professional Engineers Association Jordan
- Project Management Institute, PMI (PMP Certified) USA
- The International Association for Contract & Commercial Management  
Contract & Commercial Management Practitioner ( CCMAP certified ) USA
- International Association of Six Sigma Certification Green Belt Certified  
(ICGB certified) USA
- Institute of Energy Professionals (Professional Energy Manager, PEM) USA
- Saudi Council of Engineers KSA

## Professional Development

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|--------------------|---|----------------|
| 11/11/19           | Finance for Business<br>Marriott Riyadh   | Riyadh, KSa    |
| 7/04/19-9/04/19    | Marketing Academy, module -3  | Khobar, KSA    |
| 3/03/19-5/03/19    | Marketing Academy, module -2  | Riyadh, KSA    |
| 22/01/19-24/01/19  | Marketing Academy, module -1  | Riyadh, KSA    |
| 19/02/18-20/02/18  | Practical Contract Negotiation<br>ABB legal Department  | Riyadh, KSA    |
| 18/12/17-21/12/17  | Project Management Application<br>George Washington University School of Business                                 | Riyadh, KSA    |
| 8/7/17-14/7/17     | ABB Operation Excellence Program- Module #3   | Jumet, Belgium |
| 20/3/17-24/3/17    | ABB Operation Excellence Program- Module #2   | Dalmine, Italy |
| 12/12/16-16/12/16  | ABB Operation Excellence Program- Module #1   | Vaasa, Finland |
| 26/3/16-26/4/16    | Contract & commercial Management Practitioner<br>International Association of contracts and commercial management | Riyadh, KSA    |
| 13/3/16-19/3/16    | Contract Management - FIDIC<br>HRP training center, Riyadh  | Riyadh, KSA    |
| 8/2/15-10/12/15    | Finance for Non-Finance Managers<br>Holiday Inn, Riyadh   | Riyadh, KSA    |
| 17/2/15-19/2/15    | Manager Development Program- Module #3<br>Wilson Learning, Marriott Riyadh  | Riyadh, KSA    |
| 16/11/14-19/11/14  | Manager Development Program- Module #2<br>Wilson Learning, Intercontinental Khobar                                | Khobar, KSA    |
| 8/9/14-11/9/14     | Manager Development Program- Module #1<br>ABB Training Department, Holiday Inn Riyadh                             | Riyadh, KSA    |
| 2/2/14-3/2/14      | Risk Management Training<br>ABB Training Department, Marriott Riyadh  | Riyadh, KSA    |
| 13/4/13-14/4/13    | Behavioral Interviewing Training<br>ABB Training Department   | Riyadh, KSA    |
| 4/6/12-6/6/12      | ABB Leadership Challenge Program<br>ABB Training Department, Crown Plaza Khobar                                   | Khobar, KSA    |
| 24/3/2012          | Letter of Credit<br>Saudi British Bank, Marriott Hotel  | Riyadh, KSA    |
| 7/11/09-11/11/09   | Power System Engineering Using ETAP<br>Future Technologies Ltd.   | Khobar, KSA    |
| 17/10/09-22/10/09  | Project Management Professional, PMP<br>ExecuTrain  | Riyadh, KSA    |
| 29/11/08 –13/12/08 | Project Planning Using Primavera<br>Jordanian Engineers Association<br>Engineers Training Center                  | Amman, Jordan  |
| 01/10/05-02/10/05  | Workshop on Delegation<br>CCIC Training and Development Department  | Abu-Dhabi, UAE |
| 18/12/04-19/12/04  | Workshop on Motivation<br>CCIC Training and Development Department  | Abu-Dhabi, UAE |
| 23/06/03-15/08/03  | Telecom Engineering Training Course<br>Jordan Telecom Company   | Amman, Jordan  |

## PERSONAL

Date of Birth: June 2nd, 1980  
Nationality: Jordanian  
Gender: Male  
Marital Status: Married