

KHALED HAMAD ALSHUBAILY

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SUMMARY

Experienced and results-driven Project Manager and Technical Office Engineer with 6 years of expertise in managing high-value construction contracts in both public and private sectors. Skilled in coordinating teams to achieve project objectives, maximizing revenue, and enhancing efficiency. Proficient in problem-solving to prevent delays and cost overruns, with strong experience in managing studies and data analysis for informed decision-making. Adept at sourcing and supervising subcontractors while ensuring compliance with company standards and driving project success.

WORK EXPERIENCE

Project Manger , Msandh Alemdad Co - (AL KATHIRI HOLDING) **10/2024 - present**

Project Name : Irqa Commercial Resort

- Develop and implement the project execution plan and timeline.
- Define the project scope and ensure compliance.
- Manage the budget and costs to prevent overruns.
- Monitor on-site progress and ensure adherence to specifications and quality standards.
- Coordinate work between different departments (technical office, procurement, execution, safety).
- Oversee subcontractors and suppliers to ensure they meet deadlines and technical requirements.
- Lead project teams, including engineers, supervisors, and workers, to achieve project goals.
- Conduct regular meetings to track progress and resolve issues.
- Maintain effective communication with clients, consultants, and suppliers.
- Identify potential risks and develop mitigation strategies.
- Provide quick solutions to technical and administrative challenges to ensure smooth workflow.
- Ensure compliance with project quality standards.
- Supervise occupational safety procedures and enforce health and safety regulations on-site.
- Oversee contract preparation and financial statements related to the project.
- Prepare periodic reports on project progress and submit them to senior management.
- Ensure contract compliance and resolve any disputes with stakeholders.

PMO Engineer , Msandh Alemdad Co - (AL KATHIRI HOLDING)**06/2023 - 10/2024**

- Prepare and analyze technical and commercial proposals for tenders and new projects.
- Review tender documents and understand client requirements and contractual conditions.
- Coordinate with various departments (design, execution, procurement) to collect necessary data.
- Research suppliers and subcontractors to obtain competitive quotations.
- Prepare and analyze technical and financial comparisons to select the best offers.
- Compile technical and commercial proposal documents as per client and consultant requirements.
- Optimize pricing strategies to ensure competitive and profitable bids.
- Review contracts and payment terms to ensure compliance with company policies.
- Collaborate with planning and execution teams to ensure projects align with submitted proposals.
- Monitor market trends and updates in material and service prices for accurate cost estimation.
- Provide periodic reports to management on proposal performance and bid success rates.
- Review and approve materials used in the project to ensure compliance with specifications.
- Prepare and update project schedules in coordination with the planning and monitoring department.
- Monitor engineering modifications during execution and prepare change orders.
- Coordinate with suppliers and subcontractors to provide necessary materials and equipment.
- Prepare periodic reports on work progress and address technical issues encountered during execution.
- Apply quality and safety standards in engineering works as per project requirements.

Civil Engineer , RS Infratech Ltd - Riyadh**06/2020- 01/2023**

Project : Establishment of a gas cylinders warehouse in the University Medical City at King Saud University , King Abdulaziz City for Science and Technology - Building No. 44 , Officers Rehabilitation Building in the Royal Guard - Al-Jawhara residential in Al-Ahsa. , Rabwah Villas , Renovation of child care center in King Saud bin Abdulaziz University

- Review engineering designs for civil projects such as roads and buildings, supervise on-site execution to ensure compliance with plans and specifications, prepare project schedules in coordination with relevant teams, calculate required quantities of materials and equipment, manage the application of quality standards by inspecting materials and ensuring their compliance, prepare periodic reports on work progress and submit them to management, coordinate with subcontractors and monitor their performance to ensure adherence to schedules, solve engineering problems during execution and take corrective actions, review and approve drawings before execution, coordinate with other departments such as procurement and safety to ensure smooth workflow, apply health and safety standards, and prepare financial invoices to ensure accuracy of completed work.

Training Intern as Civil engineer for 4 month

EDUCATION

Bachelor's Degree in Civil Engineering | 2019 King Saud University

SKILLS

- Construction Management – Understanding of construction methods, materials, and best practices.
 - Quality Control & Assurance – Ensuring projects meet industry standards and specifications.
 - Safety & Compliance – Understanding OSHA and local construction safety regulations.
 - Procurement & Supply Chain Management – Managing materials, vendors, and subcontractors.
 - Risk Management – Identifying and mitigating potential project risks.
 - Team Leadership – Managing engineers, supervisors, and labor teams effectively.
 - Decision Making – Making informed and timely project-related decisions.
 - Problem-Solving – Resolving site issues and project challenges quickly.
 - Stakeholder Management – Handling client, consultant, and subcontractor relationships.
 - Negotiation Skills – Negotiating contracts, change orders, and disputes.
 - Communication Skills – Clear verbal and written communication with all project stakeholders.
 - Time Management – Prioritizing tasks and ensuring project deadlines are met.
 - Adaptability – Managing unexpected challenges and project changes.
 - Attention to Detail – Ensuring project accuracy and avoiding costly mistakes.
 - Conflict Resolution – Managing disputes between teams or stakeholders.
 - Tendering & Bidding – Preparing, reviewing, and submitting bids for construction projects.
 - BOQ (Bill of Quantities) Preparation – Developing and reviewing BOQs based on drawings and specifications.
 - Procurement & Supplier Coordination – Negotiating with vendors and subcontractors for competitive pricing.
 - Budgeting & Cost Control – Ensuring competitive yet profitable tender pricing.
 - Analytical Thinking – Reviewing project documents, contracts, and technical specifications.
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CERTIFICATIONS

- Project Management Professional.
- Labor Culture According to The Saudi Labor System - Workers' Rights.
- Building and Developing Positive Thoughts.
- Project Cost Management.
- Project Schedule Management.
- Design Thinking.
- Professional accreditation certificate from the Saudi Council of Engineers