

## CURRICULUM VITAE

Name: Hassan SAFAR  
Place of Birth: Tripoli – Lebanon  
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### Objective:

My ambition is to work with esteemed organization; throughout my career, offering a very well understanding of company needs, applying my knowledge and expertise in order to develop the company results...

### Profile:

Highly motivated, professional and multitasks person, always looking for continuous development by improving my subordinates and myself. I have established many relations with clients, co-workers based on teamwork and trust in procurement, accounting, marketing, event organizing, planning, budgeting, project and cost control, resource managing, forecasting, department structuring, policies implementation, ERP full cycle, business analysis, commercial, management and investment...

### Study:

- BS Business Management from "Université Saint Joseph", CLN Tripoli, Lebanon. February 2006
- Baccalaureat Libanais from "Collège des Frères" Economic Science, Deddeh El Koura, Lebanon. June 2002

### Membership:

- Saudi Council of Engineers (SCE), ID#548937
- Project Management Certified PMP®, 3258238
- Scrum Fundamental Certified (SFC), ID#925203

### Work Experience:

#### Sep. 2021 - Till Date:

**Company Name and Address:** "Al Tamim Group", KSA, Al Khobar

**Company Main Domain:** Holding Company

**Position:** Commercial, ERP and Cost Manager (HoD)

**Main Clients:** Aramco, SAIPEM, TBC, NEOM, Red Sea Global, Qiddiya

#### **Main Responsibilities:**

- Structure, manage and develop the department
- Strategic development and finding solutions as per company needs
- Review contracts and highlight the major points
- Monitor projects execution, performance and financial based on Construction Specifications Institute (CSI)
- Manage Enterprise Resource Planning (ERP): Search, Negotiate, Develop, Implement, Go Live

#### **Major Results:**

- Developed estimation strategic performance
- Increased project volume, turnover and backlog value
- Improved the profitability and reducing cost
- Optimized the main Resources (Manpower, Equipment, Material, Subcontract) and Key Performance Index (Variation and Change Orders, General Margin and Mark-up...)

#### Oct. 2020 - Aug. 2021

**Company Name and Address:** "Source Machinery", Al Modon Al Arabia Holding Group, KSA, Al Riyadh, Al Olaya Road

**Company Main Domain:** Infrastructure

**Position:** Planning and Cost Control Manager (HoD)

**Main Clients:** NEOM, Diriyah Gate Development Authority (DGDA), The Red Sea Development, Tahlia Gate, Riyadh Metro, Saudi Arabia National Guard...

**Main Responsibilities:**

- Structure, Manage and Develop the Department
- Strategic Plan for Company Resources and Assets
- Implement new measures for the internal system (Commercial Numbers, Cost / Profit Centers, Cost Components...)
- Operate with the Company Multiple Departments in terms of Cash Flow, Budget, Profitability, Risks and Opportunities
- Control Company Projects
- Internal Auditor member as per ISO 9001, 14001, 45001

**Nov. 2014 - Nov. 2019:**

**Company Name and Address:** "BBSA" Babcock Borsig Service Arabia, Bilfinger Group, KSA, Al Dammam, Prince Mohamad Road

**Company Main Domain:** Maintenance Modification and Operation

**Position:** Planning Manager (HoD)

**Main Clients:** Aramco, Marafiq, Saudi Electric Company (SEC), Saline Water Conversion Corporation (SWCC)...

**Main Responsibilities:**

- Responsible towards Chief Officers for reporting progress trends, earned values, manpower forecast and projects track
- Participate in the quarterly and yearly management meeting to review the company performance and clear the achievement
- Develop the Internal Policies and Company System
- Analyze projects and company Risks
- Liaise with concerned managers by providing the necessary information, business processes, system and internal controls
- Undertake special audits investigations as per management request
- Lead and manage projects to implement Project Management Office processes to ensure adherence and improvement of project controls
- Create Prototype Reports to be followed for standardizing and facilitating the process
- Manage and train subordinates in the functions of Planning, Scheduling, Budgeting, Weighting, Project and Cost Control
- Coordinate with Procurement, Commercial and Operation Department for budgetary and time control
- Develop key performance indicators (KPI) for support and functional departments in the company (Human Resource, Procurement, Commercial and Project Controls)
- Develop Business Intelligence Object for project overviews to include financial, procurement, resource and forecast status
- Assist project managers for the development of project budget, schedule, progress measurement and invoicing procedures

**Jun. 2009 - Nov. 2014:**

**Company Name and Address:** "Nesma and Partners", KSA, Al Khobar, Cornish Road

**Company Main Domain:** Construction

**Position:** Project Controls (Planning, Budgeting and Cost Control)

**Main Responsibilities:**

- Building a schedule with WBS, Activities, Activity Codes, Constraints and Milestones
- Checking contracts and making the budgets (Manhour and Cost), Change Orders and Recovery Plans (Fast Tracking and Crashing) for the awarded projects
- Creating, calculating, forecasting and reporting (efficiency, histogram, S Curves, planned and actual progress...) incremental and cumulative
- Coordinating between engineering and procurement for the proper construction achievement
- Discussing and highlighting the project issue with the respective manager
- Controlling the cost of Manpower Material and Equipment
- Invoicing for the client and periodically valuating the sub-contractors

**Projects Completed:**

- "Industrial Security Upgrade Program" (ISUP) for most of Aramco Sites in Kingdom Saudi Arabia (26 Sites Project) as Project Controls with "Northrop Grumman Mission Systems Arabia" (NGMSA) 2009 - 2012. Khobar, KSA. Project Value over 200 Million US Dollars
- "Saudi Aramco and Dow Arabia" (SADARA) Power Distribution (9 Substations) as Senior Project Controls with "Fluor Arabia Limited" (FAL) 2012 - 2014. Jubail Industrial Area, KSA. Project Value over 100 Million US Dollars

- “Saudi Aramco and Dow Arabia” (SADARA) Packaging Center as Lead Project Controls and Project Controls Manager in Charge with “Foster Wheeler” (FW) 2014 – 2015. Jubail Industrial Area, KSA. Project Value over 200 Million US Dollars

**Nov. 2008 - Mar. 2009:**

**Company Name and Address:** “IFA properties Hotels and Resorts”, UAE, Dubai, Jumeirah

**Company Main Domain:** Property and Real Estate Development

**Position:** Marketing Executive

**Main Responsibilities:** Direct marketing for the company’ services (free hold, fractional, time share, rent) in hotels, condominium, apartments, villas, townhouse and penthouse

**Aug. 2007 - Oct. 2008:**

**Company Name and Address:** “ENBD” Emirates National Bank of Dubai Group, UAE, Dubai, Al Khor

**Company Main Domain:** Banking

**Position:** Customer Service

**Main Responsibilities:** Looking after customer’s account and financial inquiry, customer’s complaint, shares, Investment and financial market status, debit and credit card activation, card blocking, cleansing data, products and promotions information... In addition to some sales experience since we have to make offers for credit cards, personal and car loans

**Training:**

**18 Apr. 2007 - 30 Jun. 2007:**

Company Name and Address: “Madi International”, UAE, Dubai, Alqoz Industrial Area

Company Main Domain: Beauty Products

Tasks: Marketing, events organizing (Walk of Beauty 2007) and sales department

**1 Apr. 2006 - 30 Jun. 2006:**

Company Name and Address: "United for Accounting and Auditing", Lebanon, Tripoli

Company Main Domain: Accounting Firm

Tasks: Accounting entries

**1 Aug. 2005 - 31 Aug. 2005:**

Company Name and Address: “Banque Misr Liban”, Lebanon, Tripoli

Company Main Domain: Banking

Tasks: Customer service department

**29 Jul. 2004 - 28 Sep. 2004:**

Company Name and Address: “Quality Inn Hotel”, Lebanon, Tripoli

Company Main Domain: Hospitality

Tasks: Store, Procurement and F&B management

**Seminar and Course:**

- Course P994 professional in Primavera P6 Rel. 8 - Advanced Course – 11 to 12 Apr 12 from CMCS
- E-Mail Etiquette Workshop – 22 Jan 14 from Nesma and Partners Academy
- The Art of Delegation – 18 Mar 14 from Nesma and Partners Academy
- Information Security – 7 Dec 14 from Bilfinger Academy
- Compliance – 7 Dec 14 from Bilfinger Academy
- Anti-Bribery and Corruption – 20 Sep 16 from Bilfinger Academy
- Project Management Overview (PMBOK Guide Fifth Edition) – 24 Oct 16 from Bilfinger Academy
- Controlling Changes and Closing a Project (PMBOK Guide Fifth Edition) – 24 Oct 16 from Bilfinger Academy
- Managing Change: Dealing with Resistance to Change – 20 Nov 16 from Bilfinger Academy
- The Voice of Leadership: The Power of Leadership Messaging – 19 Dec 16 from Bilfinger Academy
- Listening to Your Customers – 22 Dec 16 from Bilfinger Academy
- Time Management: Ready, Set...FOCUS! – 22 Dec 16 from Bilfinger Academy
- Managing Your E-mail – 21 Dec 16 from Bilfinger Academy
- Project Stakeholder Management (PMBOK Guide Fifth Edition) – 27 Dec 16 from Bilfinger Academy
- Planning for Effective Selling – 22 Dec 16 from Bilfinger Academy
- First Time Manager: Understanding a Manager's Role – 28 Dec 16 from Bilfinger Academy
- Professionalism, Business Etiquette, and Personal Accountability – 19 Apr 17 from Bilfinger Academy
- Managing Change: Sustaining Organizational Change – 19 Apr 17 from Bilfinger Academy
- Managing Effective Business Meetings – 20 Apr 17 from Bilfinger Academy
- Optimizing your Work/Life Balance: Taking Control of Your Stress – 20 Apr 17 from Bilfinger Academy
- Managing Change: Building Positive support for Change – 27 Jul 17 from Bilfinger Academy
- Managing Change: Understanding Change – 27 Jul 17 from Bilfinger Academy

- Leadership Essentials: Leading with Emotional Intelligence – 2 Aug 17 from Bilfinger Academy
- The process Groups (PMBOK Guide Fifth Edition) – 3 Aug 17 from Bilfinger Academy
- Receiving Feedback – 3 Aug 17 from Bilfinger Academy
- Managing and Controlling Stakeholder Engagement (PMBOK Guide Fifth Edition) – 7 Aug 17 from Bilfinger Academy
- Delivering Feedback – 7 Aug 17 from Bilfinger Academy
- Leading Teams: Motivating and Optimizing Performance – 20 Aug 17 from Bilfinger Academy
- Feedback and its Vital Role in the Workplace – 23 May 18 from Bilfinger Academy
- Working Out and Through Conflict – 23 May 18 from Bilfinger Academy
- Sap ERP Essential Training – 30 Jan 19 from Bilfinger Academy with LinkedIn Learning
- Excel Economic Analysis and Data Analytics (NASBA) – 6 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Transitioning from Manager to Leader – 7 Feb 19 from Bilfinger Academy with LinkedIn Learning
- The Essential Elements of Predictive Analytics and Data Mining – 7 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Developing Executive Presence – 10 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Financial Forecasting with Big Data (PMI) – 12 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Learning Data Analytics 2 (NASBA) – 12 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Statistics Foundations 1 (NASBA) – 13 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Meta-Analysis for Data Science and Business Analytics – 13 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Predictive Customer Analytics – 14 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Statistics Foundations 2 (NASBA) – 14 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Become a DATA Analytics (Learning Path) – 17 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Operational Excellence Foundations – 17 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Six Sigma Foundations (PMI) – 17 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Statistics Foundations 3 – 17 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Learning Minitab (NASBA) – 19 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Six Sigma Green Belt (PMI) – 19 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Six Sigma Black Belt (PMI) – 21 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Leading Productive Meetings (NASBA) – 24 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Change Management Foundations – 25 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Project Management Foundations Teams (NASBA) – 25 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Becoming a Six Sigma Black Belt (Learning Path) – 25 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Project Management Foundations Communication 2014 (NASBA) – 28 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Project Management Foundations Stakeholders (PMI) – 28 Feb 19 from Bilfinger Academy with LinkedIn Learning
- Strategic Planning Foundations (NASBA) – 12 Mar 19 from Bilfinger Academy with LinkedIn Learning
- Finance Foundations – 13 Mar 19 from Bilfinger Academy with LinkedIn Learning
- Accounting Foundations Managerial Accounting – 17 Mar 19 from Bilfinger Academy with LinkedIn Learning
- Creating and Giving Business Presentations (NASBA) – 24 Apr 19 from Bilfinger Academy with LinkedIn Learning
- Managerial Economics – 24 Apr 19 from Bilfinger Academy with LinkedIn Learning
- Communication Foundations (NASBA) – 18 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Financial Analysis Making Business Projections (NASBA) – 24 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Project Management Foundations 2016 (PMI) – 24 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Running A Profitable Business Understanding Financial Ratios – 25 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Cultivating A Growth Mindset (NASBA) – 26 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Excel Data Analysis Forecasting (NASBA) – 26 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Learning SQL Programming (NASBA) – 26 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Forecasting Using Financial Statements (NASBA) – 29 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Finance Foundations Business Valuation (PMI) – 30 Sep 19 from Bilfinger Academy with LinkedIn Learning
- Become a Corporate Financial Planning Analyst (Learning Path) – 1 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Excel Statistics Essential Training 1 2016 (NASBA) – 2 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Implementing Supply Chain Management (NASBA) – 8 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Supply Chain Foundations (NASBA) – 8 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Business Intelligence for Consultants (NASBA) – 9 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Learning Microsoft Power Bi Desktop – 10 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Power Bi Essential Training – 12 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Crystal Reports 2016 Essential Training – 15 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Looker First Look – 15 Oct 19 from Bilfinger Academy with LinkedIn Learning

- Tableau 10 Mastering Calculations – 30 Oct 19 from Bilfinger Academy with LinkedIn Learning
- Google Analytics Essential Training – 1 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Become A Business Intelligence Specialist (Learning Path) – 1 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Learning Prince2 – 1 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Cert Prep Prince2 Foundation and Practitioner (PMI) – 2 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Prince2 Agile Foundation – 6 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Exam Tips Prince2 Foundation and Practitioner – 8 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Key Account Management (NASBA) – 8 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Accounting Foundations Budgeting (NASBA) – 12 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Excel For Accountants – 14 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Data Analytics for Pricing Analysts in Excel (NASBA) – 15 Nov 19 from Bilfinger Academy with LinkedIn Learning
- The Data Science of Economics Banking and Finance with Barton Poulson – 15 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Audit and Due Diligence Foundations (NASBA) – 16 Nov 19 from Bilfinger Academy with LinkedIn Learning
- Introduction to DATA and Descriptive Analytics – 15 Apr 20 from Dorob HRDF
- A Career Strategist's Guide to Getting a Job – 18 Jun 20 from LinkedIn Learning
- Objective Guide to PMI PMP Certification – 27 Jul 20 from Udemy
- Integrated Management System Awareness Based on ISO standard – 10, 17, 27 Mar 21 from TUV Nord
- Integrated Management System Auditing Based on ISO standard – 11, 13 Apr 21 from TUV Nord
- Project Management Professional PMP® Certified – 17 Jun 22 from PMI
- Six Sigma Yellow Belt Professional – 30 Jun 22 from 6sigma Study
- Scrum Fundamentals Certified – 30 Jun 22 from Scrum Study
- Marketing Strategy Associate – 14 Jul 22 from Sales and Marketing SM Study
- Digital Marketing Associate – 20 Jul 22 from Sales and Marketing SM Study
- Marketing Research Associate – 24 Aug 22 from Sales and Marketing SM Study
- Corporate Sales Associate – 31 Aug 22 from Sales and Marketing SM Study
- Negotiation Associate – 13 Oct 22 from Negotiation Study NG Study

#### Language Skill:

<b>English:</b>	Fluent - Certified from "George Town University USA" at "Université Saint Joseph"
<b>French:</b>	Fluent
<b>Italian:</b>	Intermediate speaking writing and reading - certified from "Istituto Italiano di Cultura" Lebanon
<b>Arabic:</b>	Native Language

#### Computer Literacy:

- Professional in office package (Word, Excel, PowerPoint & Access) and visual basic
- Banking programs (Equation, AS400, Oracle CRM, Vision Plus, Finnone, Base 24, CAPS, and CIF)
- Accounting, Finance and Cost Control (SAP)
- Planning and Control Programs (MS Project, Primavera, Aconex)
- Browsing, Hardware and Software skills

#### Personal Information:

Communication and Negotiation Skills  
 Market analysis and Investment  
 General Culture  
 Documentaries  
 Practicing Sports

#### Strength Weakness Opportunity Threat:

S: Solution Focus, Strategic Orientation

W: Stick to Deadline, Prone to Overwork

O: Open to New Technologies, Changes are Opportunities

T: Poor Leadership, Workplace Politics

#### Reference:

**Mr. Joseph Gebeily**

Chief Operation Officer, Al Tamimi Group

**Mr. Souhad Zebian**

Chief Executive Officer, Bilfinger

**Mr. Serge Marashalian**

Vice President, Nesma and Partners