

# ENGR. JAMEL M. HADJI SIRAD, PMP®, PMOCP™

Contact: [+966568682355](tel:+966568682355)

Email: [JAMELHADJISIRAD@gmail.com](mailto:JAMELHADJISIRAD@gmail.com)

Current Location: [Riyadh City, Saudi Arabia](#)

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## Experience Summary

Engr. Jamel Hadji Sirad is a Project Management Professional (PMP) and PMO Certified Professional (PMI-PMOCP) having a Decade of Experiences in Various Industries such as Construction, Contracting, Operation & Maintenance, and Facilities Management. A resourceful professional having leadership, technical, and communication skills.

### ❖ **PROJECT COST MANAGEMENT.**

Extensive, hands-on experience in Projects Cost Management and supporting the Cost Control Section in managing large-scale projects. Among my Key Skills & Knowledge in this field are the following:

- 1. Cost Estimation & Quantification:** Skilled in detailed cost estimation, quantity surveying, and material quantification.
- 2. CPI/SPI Analysis:** Utilizing Cost Performance Index (CPI) and Schedule Performance Index (SPI) to analyze performance trends and forecast future project trajectory.
- 3. Cost to Complete (ETC) Calculation:** Accurately calculating the Estimate To Complete (ETC) remaining project work to inform continuous financial planning.
- 4. Completion Cost Forecasting (EAC):** Developing Estimates At Completion (EAC) to predict final project costs and provide early warnings for proactive stakeholder decision-making.
- 5. Project Cost Reporting:** Delivering timely and precise project cost reports, ensuring financial transparency and performance visibility to executive leadership.
- 6. Variance Interpretation:** Skilled in interpreting and providing actionable insights from Cost Variance (CV) and Schedule Variance (SV) data.
- 7. Accrual Cost Calculation:** Calculating project accrual costs to ensure financial statements accurately reflect current project liabilities.
- 8. Budget Implementation:** Implementing, monitoring, and controlling approved project budgets.

### ❖ **TECHNICAL PROFICIENCY.**

Having Knowledge and Actual Experience in Operating Microsoft Excel, Power BI, PowerPoint, Microsoft Word, Microsoft Visio, Monday.com, Microsoft Dynamics.

### ❖ **BUSINESS ACUMEN.**

Having Deep Business Administration Knowledge & Strategies including but not limited to Branding, Positioning, Market Segmentation, Tag line & Advertising, Product & Service Design, Management Accounting, Financial Management, Human Resources Strategies, Operations Management Strategies.

## Education

- **College Degree: Bachelor of Science in Civil Engineering**  
**Mindanao State University** | Marawi City, Philippines  
Graduation Date: April 9, 2014
- **Master's Degree: MBA (Master in Business Administration)**  
**University of Perpetual Help System Dalta** | Las Piñas, Philippines  
Graduation Date: Postgraduate (Study in Progress)

## Professional Certifications

- **Registered Civil Engineer**  
Membership ID No.307029 | Professional Accreditation Issued by: **Saudi Council of Engineers**
- **Project Management Professional (PMP)®**  
Certification No. 4220392 | Issued by: **Project Management Institute**
- **PMO Certified Professional (PMI-PMOCP)™**  
Certification No. 4039175 | Issued by: **Project Management Institute**

## Professional Organization Membership

- **Saudi Council of Engineers**  
Membership ID No. 307029
- **Project Management Institute**  
Membership ID No. 4858611

# Work Experience

## Cost Control Engineer (Nov. 2017 – July 2023)

**Al-Kifah Holding Company-Contracting Branch, Saudi Arabia**

**Departments: PMO Department, Project Control Department, Cost Control Department**

**Projects Handled: Saudi Aramco (Dhahran Apartments & Temporary Construction Facilities), Ministry of Defense (Housing for Armed Forces), Ministry of Education (School Construction), Saline Water Conversion Corporation (Residential Complex), Saudi Electricity Company(Power Plant)**

- Reviewed & audited subcontractor KPS contracts prior to its release in the company KPS System.
- Prepared & updated claims tracking to monitor company claims & subcontractor claims.
- Tracking the monthly status of change orders & client invoices data.
- Supporting the Cost Control Team by giving training, advice, guidance & direction to make sure that the team members are in the right direction in executing the cost control tasks.
- Preparing reports which shows important project information such as the actual costs, allowable costs, cost performance & schedule performance indicators, & profitability.
- Preparing project reports which shows the estimated remaining cost & forecasted completion cost of the projects direct & indirect activities.
- Preparing variance analysis report & can provide justifications for the variances & deviations
- Reviewing & approving site purchase requests, & material issue requests.
- Reviewing & approving subcontractor invoices, project petty cash summary & allocates the cost items to its specific WBS codes & cost center.
- Reviewing & approving contract change order requests.
- Contributing in the creation of report templates for PMO & Cost Control.
- Coordinates with the project management team for any issues that needs to be resolved.
- Having executed cost control corrective actions that resulted in more than one million riyal cost saving.

## PMO Officer (July 2023 – To Date)

**Seder Group Trading and Contracting Company- Riyadh, Saudi Arabia**

**Departments: PMO Department**

- Contributing in the Alignment of Projects with the Organizational Goals and Strategies of the Company.
- Supporting the PMO Cost Control Team for Some Tasks Related to Budget Creation.
- Developed Management Manual Guidelines for Better Communication and Project Management.
- Contributed in the Standardization of Processes for Various Units of the Company.
- Creation of Report for Project Management.
- Developed Project Plans for Successful Project Delivery.
- Developed OBS.
- Coordination and Collaboration with the Heads of Various Functions of PMO Department.

## Quantity Surveyor Engineer (Sept. 2016 – Nov.2017)

**Al-Kifah Holding Company-Contracting Branch, Saudi Arabia**

**Departments: Project Control Department, Technical Department, Operations Department**

**Project Handled: Royal Commission for Jubail & Yanbu(Construction of Administration Bldg.)**

- Prepared Quantity Take Off for Civil & Architectural items.
- Reviewed AutoCAD drawings to make sure that the reference of quantity calculation is correct.
- Reviewed & prepared subcontractor vendor invoices.
- Coordinated with the construction team to make sure that vendor invoice progress is validated.
- Prepared company progress invoice & submitted it to the client side.

## Resident Engineer (Jan. 2015 – Jan.2016)

**R.G. Salanatin Construction, Philippines**

**Departments: Operations Department**

**Projects Handled: Lamsan Holdings Corporation(Dormitory Building & Activity Center)**

- Coordinated with the project stakeholders especially the client to resolve their concerns.
- Prepared bar cutting schedule.
- Monitored the site activities.
- Prepared the request of materials needed.
- Monitored the available materials on site.
- Prepared shop drawing.
- Prepared project reports.
- Completed the projects & handed it over to the client.



THIS IS TO CERTIFY THAT

# JAMEL MASBOD HADJI SIRAD

HAS BEEN FORMALLY EVALUATED FOR DEMONSTRATED EXPERIENCE, KNOWLEDGE AND PERFORMANCE IN ACHIEVING AN ORGANIZATIONAL OBJECTIVE THROUGH DEFINING AND OVERSEEING PROJECTS AND RESOURCES AND IS HEREBY BESTOWED THE GLOBAL PROFESSIONAL CERTIFICATION

## Project Management Professional (PMP)®

IN TESTIMONY WHEREOF, WE HAVE SUBSCRIBED OUR SIGNATURES UNDER THE SEAL OF THE INSTITUTE

Handwritten signature of Ike Nwankwo in black ink.

Ike Nwankwo, PMP | Chair, Board of Directors



Handwritten signature of Pierre Le Manh in black ink.

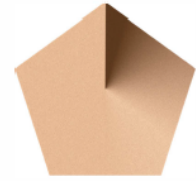
Pierre Le Manh | President & CEO

Certification Number: 4220392

Original Grant Date: 21 October 2025  
Citizenship: Philippines

Expiration Date: 21 October 2028





THIS IS TO CERTIFY THAT

# JAMEL MASBOD HADJI SIRAD

HAS BEEN FORMALLY EVALUATED AND DEMONSTRATED THAT THEY HAVE PROFESSIONAL-LEVEL PMO FUNCTIONAL KNOWLEDGE AND THE ABILITY TO SUPPORT, CREATE AND LEAD A PMO

## PMO Certified Professional (PMI-PMOCP)™

IN TESTIMONY WHEREOF, WE HAVE SUBSCRIBED OUR SIGNATURES UNDER THE SEAL OF THE INSTITUTE

A handwritten signature in black ink, reading 'Ike Nwankwo'.

Ike Nwankwo, PMP | Chair, Board of Directors



A handwritten signature in black ink, reading 'Pierre Le Manh'.

Pierre Le Manh | President & CEO

Certification Number: 4039175

Original Grant Date: 05 February 2025

Expiration Date: 05 February 2028



Membership no.:307029

عضوية رقم 307029

Certificate  
Professional Accreditation

In accordance with the Regulations of Saudi Council of Engineers by Royal Decree M/36 Date 26/9/1423H and the Engineering Professions Practice Regulation by Royal Decree M/36 Date 19/4/1438 H. SCE has approved:

استناداً إلى نظام الهيئة السعودية للمهندسين الصادر بالمرسوم الملكي رقم م/٣٦ وتاريخ ٢٦/٩/١٤٢٣هـ ونظام مزاولة المهن الهندسية الصادر بالمرسوم الملكي م/٣٦ وتاريخ ١٩/٤/١٤٣٨هـ ولائحته التنفيذية فقد قررت الهيئة اعتماد:

**JAMEL MASBOD HADJI SIRAD**

جاميل مابود حجي سيراد

Membership Category: Engineer

فئة العضوية: مهندس

Specialization: Civil Engineering

التخصص: هندسة مدنية

Membership Start Date: 11/10/2016

تاريخ بداية العضوية: 11/10/2016

This Certification is valid until: 10 November 2025

هذه الشهادة صالحة إلى تاريخ: 20 جمادى الأولى 1447



Secretary General الأمين العام

المكلف / م. فيصل بن عبدالله اليمني



Digitally signed



Republic of the Philippines  
**MINDANAO STATE UNIVERSITY**  
Marawi City

**Office of the Registrar**

August 26, 2014

## CERTIFICATION

To Whom It May Concern:

This is to certify that, on the basis of the records on file in this University,  
Mr/Ms HADJI SIRAD, JAMEL MASBOD  
was conferred graduate with the degree BS Civil Engineering  
on April 9, 2014.

It is further certified that this University does not issue any Special Order to the graduates being a state university.

This certification is issued upon request for whatever legal purpose this may serve.

  
**IBRAHIM D. MANGONDATO, Ph.D.**  
University Registrar

to 8/26/14

14153735

University Seal



HD:  
ID: 90007651  
KCC



شهادة خبرة

نفيد نحن شركة الكفاح القابضة – فرع المقاولات – بأن السيد / جمال مسبود حاج سياد الجنسية الفلبيني ، يحمل هوية رقم: 2424217954، قد عمل لدينا بوظيفة: مهندس مراقبة التكاليف من تاريخ: 21/09/2016م وحتى تاريخ: 23/07/2023 م، وقد تم إعطائه هذه الشهادة دون أدنى مسؤولية أو التزام على الشركة.

تمنياتنا له بدوام التوفيق،،،

شركة الكفاح المقاولات

Experience Certificate

We would like to inform you that Mr. Jamel Masbod Hadji Sirad, Filipino Nationality, having national No. 2424217954, Served in AlKifah Holding Company Branch – Contracting as Cost Control Engineer from: 21/09/2016 to 23/07/2023 , and has given him this certificate without any obligation or responsibility to the company.

We wish him a good luck.

AlKifah Contracting Company



ID: 90007651



HD: 1500666

Date : 16/11/2022

His Excellency

The Consul General

To The Whom It May Concern, (Certificate of Employment for the Position of Quantity Surveyor Engineer from September 2016 to November 2017)

Dear Sir,

This is to certify that Mr. Jamel Masbod Hadji Sirad Filipino, ID Number 2424217954 , Passport Number P1630204B Is an employee of Al-Kifah Holding Company - Contracting Branch, from 2016-09-21 up to the present. He is currently working as an Civil Engineer

Signed By:

Muhammad Abdulrahman Al-Katheer

Al-Kifah Holding Company - Contracting Branch



T. +966 13 845 9502  
F. +966 13 845 9501

P.O.BOX 7973 DAMMAM  
31472 SAUDI ARABIA

INFO.KCC@ALKIFAH.COM  
WWW.ALKIFAHCONTRACTING.COM



# R.G. SALANATIN CONSTRUCTION Inc.

SINCE 1967 - WE DELIVER

City Address:  
ECOLAND PHASE 3, MATINA, DAVAO CITY  
TEL. 297 - 2141 TELEFAX 298 - 0135

Email Address:  
rgsalanatin@yahoo.com.ph


## CERTIFICATION

### TO WHOM IT MAY CONCERN :

This is to certify that **Engr. Jamel M. Hadji Sirad** was employed at R.G. Salanatin Construction, Inc. as a Resident Engineer since January 19, 2015 upto January 25, 2016.

This certification is being issued upon the request of the above named person for whatever purpose it may serve him.

Given this 15<sup>th</sup> day of March 2016 at Atlantic Ave., Ecoland Phase 3, Matina, Davao City.

  
**Agatha Ellen S. Valencia**  
Administrative Head  
R.G. Salanatin Const., Inc.