

ANAS AMIN AL-KAHLANI

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Al-Tawbah Street, Jeddah, KSA

PERSONAL STATEMENT

Civil Engineer with solid experience in construction supervision and project management, including water, sanitation facilities, and community infrastructure projects. Skilled in planning, coordinating contractors, preparing BOQs, and ensuring compliance with quality and safety standards. Experienced in managing multi-donor humanitarian projects, combining engineering expertise with effective team leadership, stakeholder coordination, and timely project delivery in challenging environments. Fluent in Arabic, and English, and good in French.

EDUCATION

Master's Certificate: Business Administration

University of the People University – USA

January/2022

Bachelor Degree in Civil Engineering

Sanaa University – Yemen

October/2011

WORK EXPERIENCE



DPM / Project Manager (WASH & Shelter) | ACTED - Yemen

December 2023 – December 2024

Main Duties include:

- Support the development of the overall project implementation strategy (incl. the transition/phase out strategy), systems, approaches, tools, and materials.
- Support the identification and planning of technical skills and requirements to implement the project as per relevant standards.
- Help controlling the work plan, monitor the implementation status of the project and update the project progress on a daily basis.
- Ensure that relevant technical quality and standards are considered and respected during project implementation
- Help organizing regular project coordination meetings with project team.
- Coordinate and collaborate with others by cultivating good relations with key humanitarian actors – local and international, including government authorities and non-state actors, through regular attendance at technical meetings and bilateral meetings;
- Share external learning and innovation with communities and other stakeholders.
- Provide support to partners in project implementation and ensure timely and qualitative implementation of projects by partners in line with ACTED and donor requirements;
- Support with the context analysis in the project implementation area by identifying & following micro signals (e.g. security indicators, socio-economic indicators) and support the Area Coordinator and the Security Department in preparing the monthly update of SEC-02GZ.
- Help defining the structure of the project team and develop project organizational chart within the limitations of the budget
- Ensure that project staff understand and are able to perform their roles & responsibilities;
- Assist in the planning and organization of internal qualitative assurance checks by the project team;
- Assess the activities undertaken and ensure efficient use of resources;



WASH Project Manager | Norwegian Refugee Council – Hodaidah, Yemen

October 2019 – June 2023

WASH & Shelter Coordinator | Norwegian Refugee Council – Hodaidah, Yemen

May 2018 – Sept. 2019

Main Duties include:

- Adherence to NRC policies, guidance and procedures.
- Contribute to CC strategy development, project proposals & provide input on needs & gaps
- Manage and implement delegated portfolio of WASH/Shelter CC projects (activities, budget and project documentation) as delegated from PM in line with proposals, strategies and donor requirements, and ensure high technical quality
- Provide regular progress reports to PM (AM and CCS if no PM).
- Ensure that projects target beneficiaries most in need of protection, explore and assess new and better ways to assist.
- Promote and share ideas for improvement and necessary changes in the activities.
- Ensure capacity building of project staff and transfer key skills
- Liaise and collaborate with relevant local authorities and other key stakeholders.
- Promote the rights of IDPs/returnees in line with the advocacy strategy
- Provide inputs to the Area strategy, lead on design and needs assessment of the CC component. Together with CC, contribute to the development of new proposals and concept note for the area programme. Continuously assess the context and make recommendations to the AM to adapt the programme and team composition as required by the context.
- Conduct regular monitoring visits to project sites to meet the beneficiaries for necessary verification the reported progress.
- Ensure a high quality, multi-sectorial integrated approach, working closely with WASH & Shelter CC Specialist to ensure that NRC reaches minimum technical standards, with a focus on quality and accountability, maximizing opportunities to achieve impact.
- Lead and ensure the mainstreaming of cross cutting issues (. e.g. gender issues, protection, right based approach, advocacy etc.) across the different project's areas.
- As and when requested, represent NRC in external forums, ensuring the NRC profile is positively maintained as per NRC values, objectives, strategy and advocacy plan. This includes proactively representing in cluster coordination meetings and maintaining contact with relevant local authorities, UN and other agencies; ensuring that NRCs mandate, vision, approach an activity is understood and accepted



Environmental Health Officer (WASH) | International Rescue Committee - Hodiedah, Yemen

June 2017 – May 2018

Main Duties include:

- Plan, budget and ensure effective implementation of Water & Sanitation activities
- Monitor hygiene & sanitation activities promotion activities and behavior change in the community by facilitating baseline, Knowledge, Attitude and Practice (KAP) assessment & evaluate program impact in coordination with community Health team.
- Conduct water and sanitation need assessment in his working area and ensure quality & reliability of information related to water & sanitation in his geographical area
- Supervise the contractors assigned to build/rehabilitate IRC contracted work (e.g. boreholes, latrines, bath shelters, etc.) and report any issues or obstacles faced during construction & proposed solutions in accordance to IRC procurement policy.
- Support WASH staff to set and review Water infrastructure and water user committee training supervise their work on ground.
- Work with the WASH staff to ensure the Water infrastructure deliver services in regular maintenance and minor repairs of IRC supported water points.
- Ensure adequate, safe and quality water supply for the refugees and IDPs community at all times during the project implementation.
- Ensure all reports are timely and concise as well as use relevant and specific data to demonstrate progress and explain challenges.

- Ensure reports and information about the program is shared with supervisors and staff as well as other IRC departments and partners when appropriate to ensure cross sectional collaboration within the organization and other stakeholders
- Ensure that all external (donor and other stakeholder) reporting requirements are met and that reports are timely, data specific, and of a high quality
- Ensure that systems to monitor progress towards indicators are developed and incorporated into program activities
- Ensure WASH staff understand their roles, responsibilities, and contribution to the monitoring and evaluation systems and that their use of monitoring tools are accurate, routine, and done on time.
- Participate in conducting baseline KAP surveys and end of program assessments.
- Manage the budget ensuring expenses are appropriate and incurred according to schedule.
- Supervise WASH staff including monitoring of staff welfare and administrative status (perform evaluations, training plans, update job descriptions, ensure Mandatory Reporting Policies (MRPs) are understood and followed, staff meetings and well-being, etc.)
- Attend relevant meetings to represent IRC.
- Effective coordination between program and operations departments to facilitate quality, timely support to programs



Field Coordinator (Head of Sub Office) – HUMANITARIAN AID AND DEVELOPMENT ORGANIZATION - Sa'adah , Yemen

May 2016 – June 2017

WASH Officer – HUMANITARIAN AID AND DEVELOPMENT ORGANIZATION - Sa'adah , Yemen

December 2015 – December 2016

Main Duties include:

- Oversee and review all aspects of fieldwork on a daily basis
- Supervise team supervisors and field workers on a daily basis
- Ensure equipment are working properly
- Establish timeframe for field work
- Coordinate field work with local representatives/community members
- Secure permission from local community leaders for data collection in selected clusters with approval from local government staff
- Prepare all materials in advance to be used in fieldwork, which includes developing and pre-testing data collection forms, obtaining maps & ordering all lab supplies etc.
- Work with government mapping bureau and government statistical agency to select clusters and households in the cluster
- Obtaining ethics approval.
- Plan and implement the training of the field teams
- Plan the logistics of field work collection
- Managing budget and expenses
- Resolve administrative issues relating to travel, accommodation, behaviors of field teams, security issues etc. through appropriate channels
- Resolve questions from participants
- Oversee the shipment of samples
- Leadership of programs strategic directions is Al-Jawf and Sa'dah Governorate.
- Establishing, maintaining and improving active and regular work relationships with relevant government authorities, donors, partner agencies and communities.
- Develop monthly & quarterly work plans linked to budgets to achieve the program expected results
- Identify needs for professional training of local partners.
- Contribute to technical design of activities, approaches & make recommendations for more effective methodologies that are best suited to the context in Al-Jawf and Sa'dah.
- Lead and support development of bill of quantities, bid analysis and construction supervision for WASH rehabilitation activities.

- Maximize the engagement of government and non-government partners in the design, implementation and monitoring of all program activities.
- Contribute to development of relevant program ideas in new proposals.
- Monitor program implementation & ensure accurate and timely data collection



Field Supervisor – YEMEN ENERGY FOR SUPPLIES AND SERVICES – Sabwah, Yemen
September 2013 – July 2015

Main Duties include :

- Provide civil construction quality supervision expertise.
- Monitoring progress & performance of construction during work execution.
- Resolve and respond to technical queries from client.
- Reviewing technical documents & engineering reviews.
- Comply with company's Health, Safety & Environmental regulations & policies.
- HSE awareness & promote company HSE policy to the employees by daily follow up & tracking.
- Identify & analyze design changes & modify drawings & documents accordingly.
- Ensure a safe and effective execution of construction works.
- Attend and contribute to site and project technical meetings as necessary.
- Responsible for day to day site work.
- Support & finalize the billings, planning's, project budget & bill certification.
- Accurately monitor the environmental impact.
- Monitor, evaluate and ensure that all works are as per the scope of work.
- Interpreting Civil/Structural drawings.
- Attend PTW (Permit to Work) daily meetings.



Infrastructure Engineer – CHF INTERNATIONAL / GLOBAL COMMUNITIES – Taiz, Yemen
September 2012 – February 2013

Main Duties include :

- Assisting in the preparation of construction tender-bid documents, bids evaluation and basic infrastructure designs, related contracts, then implementation documentation.
- Undertaking fields need assessment, survey, data collection, developing bills of quantity and all related reports.
- Supervising construction contractor works and ensuring the compliance with technical quality, timeliness and cost effectiveness, then recording and controlling the payment and works progress.
- Ensure that infrastructure projects are implemented in adherence with CHF, US AID and or other recognized international construction quality, environmental mitigation and safety standards.
- Prepare weekly and monthly report based on the progress of the work.
- Meet and maintain security-safety guidelines and recommendations at all time.

○ ENGINEERING APPLICATIONS & TRAININGS

- AutoCAD Application
- PMP Preparation Course
- RMP Preparation Course
- Cost Control Essential Course
- Project Cycle Management
- Cost Estimation and Tendering Work Course