

# Ahmed Mohamed Abdelaziz Abdelrazek

Location: Madinah, Saudi Arabia | Mobile: [+966591113271](tel:+966591113271) | Email: [ahmed.abdelrazek.pro@gmail.com](mailto:ahmed.abdelrazek.pro@gmail.com)

LinkedIn: <https://www.linkedin.com/in/ahmed-abdelrazek-pro>

---

## Professional Summary

Experienced **Project Manager and Certified PMP® professional** with over **7 years of proven expertise** in managing, operating, and maintaining educational and governmental buildings. Currently working with Imar Al-Asimah Contracting Company, a contractor for Rua Al Madinah Holding Company. Previously worked with a contracting company assigned by the government entity **Tatweer Buildings Company (TBC)**, I have successfully delivered projects worth over **SAR 90 million**, covering more than **500 schools and government facilities** in various regions.

Adept at leading multi-disciplinary teams, ensuring project delivery within scope, budget, and schedule while maintaining the highest standards of quality and safety. Skilled in preparing schedules, financial claims, and technical reports using **Primavera Unifier**. Known for effective coordination with governmental clients and stakeholders, I am seeking a senior leadership role where I can apply my knowledge to deliver sustainable and high-impact project outcomes.

---

## Professional Experience

### **Project Manager – Approved Contractor for Tatweer Buildings Company (TBC)**

*Saleh Ayedha Al-Dhawaibi General Contracting & O&M Co. – Madinah, Saudi Arabia*

**Period:** 2018 – January 2025

**Client:** Tatweer Buildings Company (TBC)

- Managing O&M and cleaning contracts for educational and government facilities across multiple regions.
- Daily coordination with TBC representatives and relevant government authorities.
- On-site supervision of work teams and subcontractors.
- Ensured adherence to SLA targets and monitored KPIs to maintain high performance and client satisfaction.
- Implemented facility management practices in alignment with ISO standards to enhance service quality and operational efficiency.
- Developing and monitoring project schedules and progress reports.
- Preparing financial claims and responding to technical issues using **Primavera Unifier**.
- Generating periodic technical and administrative reports.
- Ensuring strict compliance with safety and quality standards across all projects.

### **Project Manager – Approved Contractor for Rua Al Madinah Holding Company**

*Imar Al-Asimah Contracting Company for General Contracting, Maintenance, and Operation – Madinah, Saudi Arabia*

**Period:** January 2025 – Present

**Client:** Rua Al Madinah Holding Company

- Managed the operation and maintenance project for Al Amida Road and Ali Bin Abi Taleb Tunnel with a value of 8.814 million SAR, overseeing work teams and subcontractors to ensure compliance with Service Level Agreements (SLA) and Key Performance Indicators (KPI).
- Developed and implemented a comprehensive operation and maintenance plan covering daily and periodic cleaning, preventive and corrective maintenance, and asset management (e.g., electrical systems, firefighting systems, and irrigation).
- Organized the structure of work teams (55 workers) and prepared precise schedules to ensure timely task execution.
- Developed contingency plans for 24/7 incident response, coordinating with governmental authorities (e.g., traffic police and Madinah Municipality) to address operational risks.
- Prepared daily, weekly, and monthly reports including cost analysis and project performance, achieving a compliance rate exceeding 95% to avoid financial penalties.

---

## Key Projects

### Project Manager – Approved Contractor for Rua Al Madinah Holding Company

*Imar Al-Asimah Contracting Company for General Contracting, Maintenance, and Operation – Madinah, Saudi Arabia*

**Period:** January 2025 – Present

#### Project Details:

- **Services:** Operation and maintenance of Al Amida Road and Ali Bin Abi Taleb Tunnel.
- **Type:** Maintenance, cleaning, air conditioning, and facility management.
- **Duration:** January 2025 – Present.
- **Project Scope:** Comprehensive operation and maintenance of Al Amida Road and Ali Bin Abi Taleb Tunnel, including maintenance of electrical systems, firefighting systems, pumps, cranes, irrigation, and landscaping, with oversight of subcontractors.
- **Number of Workers:** 55.
- **Cost:** 8,814,060 SAR.

### Project Manager – Contractor Assigned to Tatweer Buildings Company (TBC)

*Saleh Ayedha Al-Dhawaibi General Contracting, Operation & Maintenance Co. – Madinah, Saudi Arabia*

**Period:** September 2018 – January 2025

#### Highlighted Projects:

- **Facility Management for School Buildings – Packages 3 & 5 (Madinah)**
  - Type: Air Conditioning | Duration: November 2021 – Until now | Scope: Managing and maintaining **297 public schools** | Workforce: **55** | Value: **SAR 15,091,197**
- **Facility Management for School Buildings – Packages 3 & 5 (Madinah)**
  - Type: Maintenance | Duration: November 2021 – Until now | Scope: Comprehensive O&M plan for **297 public schools** | Workforce: **65** | Value: **SAR 15,484,472.85**
- **Cleaning Services for 26 Administrative Buildings (Madinah)**
  - Type: Cleaning | Duration: December 2021 – February 2024 | Scope: Daily cleaning for government admin buildings | Buildings: **26** | Workforce: **100** | Value: **SAR 8,641,698**

- **Facility Management for Public School Buildings (Madinah)**
  - Type: Maintenance, Air Conditioning, and Cleaning | Duration: May 2021 – March 2024 | Scope: Maintenance, Air Conditioning, and Cleaning for **59 public schools** in Madina | Workforce: **150** | Value: **SAR 21,819,870**
- **Construction of Boundary Wall – Saeed Bin Al-Musayyib School (Madinah)**
  - Type: Infrastructure / Construction | Duration: August 2020 – January 2021 | Scope: Full perimeter wall construction | Value: **SAR 389,933.86**
- **Facility Management – Packages 3 & 5 (Madinah)**
  - Type: Air Conditioning | Duration: November 2020 – August 2021 | Scope: Routine maintenance for **292 schools** | Workforce: **54** | Value: **SAR 899,254**
- **Comprehensive Facility Management – Packages 3 & 5 (Madinah)**
  - Type: Maintenance | Duration: November 2020 – August 2021 | Scope: Full O&M services for **292 schools** | Workforce: **59** | Value: **SAR 4,859,842.50**
- **School Building Maintenance – Project P3b (Madinah)**
  - Type: Maintenance | Duration: August 2019 – June 2020 | Scope: Full O&M services for **70 schools** | Workforce: **20** | Value: **SAR 1,380,378.35**
- **School Building Maintenance – Project P3a (Madinah)**
  - Type: Maintenance | Duration: August 2019 – June 2020 | Scope: Full O&M services for **116 schools** | Workforce: **25** | Value: **SAR 2,206,356.65**
- **Maintenance for Schools in Makkah & Madinah – Package 3**
  - Type: Cleaning | Duration: February 2019 – April 2019 | Scope: Cleaning services for **189 public schools** | Workforce: **320** | Value: **SAR 2,144,557.95**
- **Facility Management – Package 3 (Madinah)**
  - Type: Maintenance, Air Conditioning, and Cleaning | Duration: September 2018 – August 2019 | Scope: Cleaning and maintenance of **251 public schools** | Workforce: **300** | Value: **SAR 13,920,548.75**
- **Facility Management – Package 3 (Madinah)**
  - Type: Maintenance | Duration: September 2018 – August 2019 | Scope: Maintenance for **189 schools** | Workforce: **30** | Value: **SAR 2,524,424.80**

---

## Education

### Bachelor's Degree in Civil Engineering

Specialization: Structural Design & Project Management

---

## Professional Memberships

- **Saudi Council of Engineers**  
Membership No.: 776938 | Classification: Engineer | Specialty: Civil Engineering
- 

## Certifications

- **Project Management Professional (PMP)**  
Issued by: Project Management Institute (PMI)
- 

## Key Skills

- Operations & Maintenance (O&M) Project Management
  - Primavera Unifier – Financial Claims & Issue Tracking
  - Project Scheduling & Reporting
  - Service Level Agreements (SLA)
  - Key Performance Indicators (KPI)
  - Monitoring ISO Standards – Facility Management
  - Cost Control & Budget Management
  - AutoCAD
  - Microsoft Office (Excel, Word, PowerPoint)
  - Team Leadership & Conflict Resolution
  - Safety & Quality Compliance
- 

## Languages

- **Arabic:** Native
- **English:** Very Good (Reading – Writing – Speaking)