

Ahmed J. Al-Sharoot

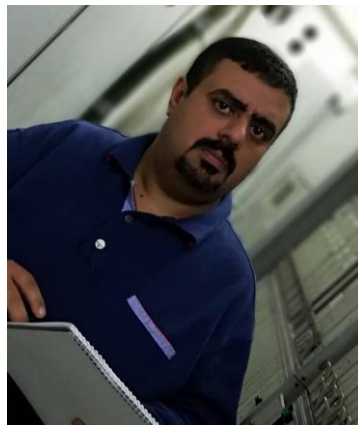
Industry: **Program Management / Program Planning**

Position: **Executive Office Manager**

Address: Iraq

Tel: +964 7901 203 455 | +964 7826 381 869

Email: alsharootahmed@gmail.com



Summary

With more than 15 years experiences in Projects Management & Planning system with different types of projects. I am assigned as a **Projects Coordinator / Planning Engineer** in Al-Rasikh & Al- Merjal Joint venture Covering all the exist and future projects including but not limited to Electrical Distribution, Power Generation & Construction Projects. From first of February 2019 I am assigned as **Executive Office Manager**, during the recent working years I have successfully collect the following achievements:

- Attending the conference call meetings conducting with client's project management (GE , SIEMENS) to discuss and evaluate the project proposal plans.
- Attend the kick off and audits meetings conducting with client's project management.
- Planning coupled with effective use of Earned Value Management which were already reduce a lot of issues arising out of schedules and cost overruns and it helped me to get Successfully Reduce for the costs significantly.
- High experiences in Risk Management and developed risk registry so that to Achieve the Preventing of Future Risks.
- High experiences in Communications with Local and International Clients and creating a great work relationship due to fully understanding of the work system requirements .
- High Experience in Logistic services by conducting Supporting for many international companies that visit Iraq, this service may be include but not limited to prepare security requirement, accommodation support and prepare meeting with the key persons in Iraq
- Compliance and adherence to the client policies, strategies and donor requirements.
- Prepare qualified team, developed their capabilities to increase their efficiencies.
- Create work system based on unlimited high incentives instead of high salaries, which depends on the positive development and the greatest success in the job.
- Researches and assembles information from a variety of sources for the preparation of reports and correspondence .
- Perform required administrative support to R&M Joint Venture Projects

AJ

Ahmed J. Al-Sharoot

Projects Manager

Planning Engineer

Baghdad

964 7901 203 455 | alsharootahmed@gmail.com

964 7826 381 869

Areas of Expertise

- Risk Management
- Programs Management
- Budget Management
- Internal Auditing
- Team Leadership
- Cost Control/Reduction
- Profit Maximization
- Process Improvements
- Strategic Planning/Analysis
- Business Development
- Personnel Development
- Logistic service

Work Experience

Feb 2019 – Till date	Al-Rasikh & Al-Merjal Joint venture Co. (www.alrasikh.com)(www.almerjal.com). Executive Office Manager
Jan. 2016 – Jan 2019	Al-Rasikh & Al-Merjal Joint venture Co. (www.alrasikh.com)(www.almerjal.com). Project Coordinator / Planning Engineer
Dec. 2012 – Jan. 2016	Al-Rasikh Co.(www.alrasikh.com). Administration Manager of Project Management Office.
Jan. 2007 - Dec. 2012	Taj Alsaf Co. (www.atdngroup.com). Project Manager/ Planning Engineer
Jan. 2005 – Nov. 2006	Al-Rasikh Co.(www.alrasikh.com). Administrative Assistant.
Oct. 2000- Dec. 2004	Al-Hartha Co. (Belhasa group Brunch in Iraq) (UAE) Assistant Manager.

Education

1995 – 1999	Baghdad University Agriculture Engineering College
1992 – 1995	Al-Kindy High school

Language

Arabic	Native language
English	Fluent, in speaking and in writing

Technical Proficiency

Platforms	<ul style="list-style-type: none">• Windows
Applications	<ul style="list-style-type: none">• Microsoft Project.• Primavera P6.• Microsoft Office.• Auto CAD.• 3 D MAX.• High Practical Experience In The management of Sever (Share Printer, Account Details, Account Security).

Training course & Certificates

- PMP Training .
- Internal Auditor (ISO 9001).
- Windows server2009.
- Auto CAD .
- 3 D MAX .
- MS Project.
- Primavera P6.

Description of duties as Administration Manager of Project Management Office. (2012-2016)

Oversees all aspects of projects, from the beginning to the development till implementing projects activities. Make sure that the projects are completed within its consistently high standard and within its budget also the objectives are met on time, reflecting the company's image and objectives. Makes sure the projects meet professional standards and industry regulations and all these come through doing the following steps as a part of my duties :-

- ✓ Develops regular budgets and schedules (usually annually) to support the projects implementation.
- ✓ Plan, oversee and document all aspects of the specific projects
- ✓ Work closely with upper management to make sure that the scope and direction of each project is on schedule well as other departments for support.
- ✓ Responsible for the execution of the projects, manages resources, provides project guidance and monitors and reports on the projects metrics as defined in the Project Management Plan.
- ✓ Monitor plans to ensure the projects' ongoing success.
- ✓ Monitor projects' progress and reports this in regular meetings with high-end managers and any stakeholders funding the projects.

Description of duties as a Projects Manager (2007-2012)

Management of schedules, budgets, resources and deliverables of the projects. Monitor team and make sure goals and objectives are being met. Acknowledgment of larger landscape without neglecting details while tracking project Implements, staying alert for risk and resolving issues as they arise. Maintain standards and monitor scope with project quality.

Duties

Oversees strategic plan, monitoring and adapting as needed.

- ✓ Create project plans.
- ✓ Maintain project objectives.
- ✓ Monitor production and quality to customer/stakeholder/sponsor standards.
- ✓ Identify and resolves issues and risks.
- ✓ Report on project progress, offers viable solutions and opportunities as they arise.
- ✓ Implement change practices.
- ✓ Manage resources to make sure schedule is on track.
- ✓ Portfolio management.
- ✓ Lead meetings and set expectations for project team.
- ✓ Maintain budget

Projects Details

1. Project Title : W917BK-09-C-0043, Al Hussein Local Police Station, Basrah Province, Iraq

Contract No. : W90VCM-09-M-0162

Location : Al-Bsrah, Iraq

Contract Scope: Construction of 1 new 3-story Local Police Station Compound located in Al Hussein, Basrah Iraq.

Prime Contractor Taj Al-Safa Co.

Costumer : U.S. Army Corps Of Engineer Gulf Region South District Base Camp Adder, Iraq, APO AE 09331

Position: Project Manager / Planning Engineer

2. Project Title : W91GY0-09-T-0115 Renovation The Facilities And New Design new net sewer line in Al Taji Military Base

Contract No. : W91GY0-09-T-0115

Location : Al-Baghdad, Iraq

Contract Scope: Construction & Renovation The Facilities and New Design new net sewer line in Al Taji Military Base

Prime Contractor Taj Al-Safa Co.

Costumer : U.S. Army Corps Of Engineer Gulf Region South District - Taji Military Base

Position: Project Manager / Planning Engineer

3. Project Title : Invitation No. 96 Engineering, Design, Supply of Equipment, Materials Training , Supervision For Installation, Commissioning and execution of Civil work For Four 132/33 KV Substations

Contract No. : ETP/251

Location : Iraq (Al-Nassriya & Al- Kut)

Contract Scope: Engineering, Design, Supply of Equipment, Materials Training , Supervision For Installation, Commissioning and execution of Civil work For Four 132/33 KV Substations

Contractor Al-Rasikh Co..

Costumer : Lsis Co.

Position: Project Coordinator

References:

1. Samir AL-Saatti

- Business or Occupation
- Executive Manager - Al-Rasikh & Al-Merjal Joint venture Co.
- Phone No. +964 7709773771.
- E- Mail Address samirs@alrasikh.com.

2. Maher Al-Kubaisi

- Business or Occupation
- Projects Manager-Al-Hartha Co. (Belhasa group Brunch in Iraq)
(UAE)
- Phone No. + 964 7739885442
- E- Mail Address maisko2003@gmail.com

3. Murtatha Jafer

- Business or Occupation
- CEO – Taj Al-Safa Co. (ATDN Group.)
- Phone No. +1 509-263-6609.
- E- Mail Address [tajalsafa\[atdngroup.com](mailto:tajalsafa[atdngroup.com)

4. Reyad O. Essa

- Business or Occupation
- Executive Manager - Al-Rasikh Co. .
- Phone No. +964 7704 621 975
- E- Mail Address reyad.essa@alrasikh.com

5. Musaab I. Khaleel

- Business or Occupation
- Direct Sales Manager – LSIS Co.
- Phone No. +964 780919 7530
- E- Mail Address musaab@lsis.com

AJ

Baghdad
964 7901 203 455 | alsharootahmed@gmail.com
964 7826 381 869

Ahmed J. Al-Sharoot
Projects Manager
Planning Engineer

Articles :

1. Critical Path Management (Published on December 28, 2018)
<https://www.linkedin.com/pulse/critical-path-management-ahmed-al-sharoot/?published=t>
2. Scope Creep Risk (Published on December 15, 2018)
<https://www.linkedin.com/pulse/scope-creep-risk-ahmed-al-sharoot/>
3. The link between Strategic planning and mitigate Risks (Published on December 8, 2018)
<https://www.linkedin.com/pulse/link-between-strategic-planning-mitigate-risks-ahmed-al-sharoot/>
4. Preventing Future Risks (Published on November 25, 2018)
<https://www.linkedin.com/pulse/preventing-future-risks-ahmed-al-sharoot/>
5. Difference Between Risks and Issues (Published on November 20, 2018)
<https://www.linkedin.com/pulse/difference-between-risks-issues-ahmed-al-sharoot/>
6. The Two Major Categories of Risks(Published on November 14, 2018)
<https://www.linkedin.com/pulse/two-major-categories-risks-ahmed-al-sharoot/>
7. Philosophy of Management (Published on May 4, 2018)
<https://www.linkedin.com/pulse/management-philosophy-ahmed-al-sharoot/>

I will be glad to provide any information concerning my employment history, education, or background. All certificates will be provided upon request.

Thank you in advance for your consideration.

Ahmed J. Abdulameer

Mobile: +964 7901 20 3455.

Certificate of Completion

THIS ACKNOWLEDGES THAT

AHMED JASIM ABDULAMEER

HAS SUCCESSFULLY COMPLETED

Primavera R.8.2 TRAINING, RWSPMP101CC,
Advance Level (20 PDU)

PROVIDED BY: R W SMITH CONSULTING, LLC, R.E.P NUMBER: 4527



LAYTH Q. SHAKIR, INSTRUCTOR

November 16, 2018



Certificate

Iraqi Engineers Union (IEU) certifies that

Ahmed Jasim AbdulAmeer

has Completed

PMP Examination Preparation Course

Which was held at Iraqi Engineers Union

From 7 October 2018

Through 17 October 2018

(35 Contact Hours)



Dr. Azhar H. Salih
President, Iraqi Engineers Union



Dr. Wael R. Abdulmajeed
Chair, Cultural Activities Committee



نقابة
المهندسين العراقية

عضو مؤسس



اتحاد المهندسين
العرب

Member In



World Federation
of Engineering
Organizations



Certificate of Participation

Iraq Space Center



Proudly certify that

AHMED JASIM AL-SHAROOT

Has participated in
STRATEGIC PLANNING WORKSHOP

Given this on the 19th of Jan. 2019


Head of center

Certificate No. 4352



UNITED STATES AIR FORCE



takes pleasure in presenting this



Certificate of Appreciation

to

Engineer Ahmed Jasim Abdul Ameer

For your successful completion of engineering requirements at Taji Military Base. You have proven yourself to be an excellent source for future construction projects in support of Operation Iraqi Freedom. Your initiative, resourcefulness, and willingness to cooperate contributed immensely to the successful completion of the 34th Brigade Latrine Renovation project.

Thank you for a job well done.

**JERROD P. McCOMB
Captain, United States Air Force
Senior Engineer Advisor
Logistics Military Advisory Team**

13 December 2009

Maples Project Management

Certificate of Completion

This is to certify that

AHMED JASIM AL-SHAROOT

Attended

Project Management Roadmap Seminar

27 April 2018

PDUs awarded: PMP/PgMP (3), PMI-RMP/PMI-PBA/PMI-SP/PfPM/PMI-ACP (2)

A handwritten signature in blue ink, appearing to read "Samah Al-Jarrah".

Instructor



شركة الرخل لأعمال الفحص الهندسي المحدودة

R.E.I. CO.

AL-ROOKAL Co. For Engineering Inspection Ltd.

AL-ROOKAL Co. For NDT Services

AL-ROOKAL Co. For QMS Consultancies

LEVEL III CERTIFIED



CERTIFICATE OF PARTICIPATION

This is to notify that
Mr. "Ahmed Jassim Abdulameer"
Has successfully attended the Training Course of

INTERNAL AUDITOR COURSE ACCORDING TO ISO 9001:2008

For the period of 16th of September to 25th of September, 2017.

Maher A. Ameri
Lead Auditor
Trainer
ISO 9000

ISO 9000 Lead Auditor



Kassim A. Zalzalla

Director General



Certificate
Of
Appreciation



TAJ AL-SAFA COMPANY

This is to certify that

< Ahmed J. Al-Sharoot >

was employed at Taj AL-Safa Co. (ATDN Group)
as a Projects Manager from May 10, 2007 to
December 30, 2012

While showcasing a professional Management
and commendable work attitude all throughout.

30 December 2012

date

Signature

Murtatha Jafer Abdulsahib

Title



TEAM

BUREAU

Graduation Certificate

We certify that mr. Ahmed Jasem Abdul Ameer had accomplished training course, with a grade of excellent, from 10/1/2006 to 10 /3/2006 in A- Cad 2004 Application as 2D & 3D.



Baghdad Al- Mansour Al Chadirchi Bld.
Tel : 5427050 Email : team909@yahoo.com



Iraq



العراق

In Iraq
hard work
is always
crowned

While others
wait for
tomorrow we
take action

You only Fail,
if you stop trying.
IN IRAQ WE
NEVER STOP

AT GE, SOMEDAY IS TODAY

