



# Mohammed Abu Shahin

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## OBJECTIVE

Seeking a challenging managerial position in a multinational organization that matches with past Engineering & management roles, that entitles to contribute positively, effectively, meet and exceed the organization's goals and targets.

## EDUCATION

### Master of Science in Electrical and Computer Engineering.

**Jan 2012 — May 2013**

Lawrence Technological University, Southfield, Michigan 48075, USA (ABET Accredited)

### Bachelor of Science in Electrical and Electronics Engineering

**May 2007 — December 2011**

Lawrence Technological University, Southfield, Michigan 48075, USA (ABET Accredited)

Honor Roll for Fall, 2010 and Summer, 2011 Semesters

## WORK EXPERIENCE

### Applus Velosi

**November 2017 — Present**

Project Manager

- Responsible for maintaining and enhancing organization reputation with clients and developing effective long-term client relationships thus identifying and developing new opportunities for the Group.
- Quality Assurance of the organizational needs (ISO-9000:2008) and Contracts.
- Adhere and stay committed to the company's QHSE Policy and to any HSE related responsibilities as determined by the company and outlined in the Responsibilities section of the company's Policies, Procedures and Guidelines.
- Reviewing & approving the technical & commercial BID prepared by the coordinators. Business Development & Preparation of proposals for inspection services like vendor Inspection, third party inspection, project inspection, and other services of organization.
- Interface with Clients/Customers for business purpose and intercompany (within Group).
- Execution of the projects and ensuring their timely delivery to the valued Client/Customers.
- Management of multi-discipline engineering project teams.
- Management of Company's profit & Loss (P/L) accounts.
- Ensure that customer needs are listened to and understood by self and other team members, thus making customer focus a driving force behind activities.
- Using appropriate methods and interpersonal styles to develop, motivate, and guide the team toward successful completion of projects/objectives. Consistently develops

and sustains co-operative working.

- Relationships within organization and customer groups; fosters commitment, team spirit, pride, trust.
- Plan and priorities, one's own work, the work of others and associated resources to achieve business goals and strategies.
- Establishes action plans for self and others to ensure that work is completed efficiently with on-going prioritizing of critical activities.
- Co-ordinates and manages projects and resources, including monitoring Financial and operational performance.
- Goes the extra mile to ensure objectives are achieved on time and on budget.
- Manage project and find creative technical solutions to beat project budget.
- Operation Management.
- Contract Management - Understand and conform to all contractual (commercial and technical) requirements.
- Contract Negotiation.
- Technical recruiting & conducting Interviews.
- Providing technical support to the Inspectors & engineers.
- Attending Business meeting.
- Ensure the Implementation of Health, Safety, Environment and Security of the company's Policies and Procedure.
- Perform project closure.
- Identify all project risks as early as possible in project execution and mitigate those risks.
- Ensure timely and accurate Invoicing to client and receipt of payments.
- Ensure proper administration and closure of contracts.
- Perform cost estimation, budgeting, and cost control.
- Ensure timely payment to vendors.
- Monitor all required Change Orders, when appropriate.
- Apply planning, execution, monitoring and control processes, scope, time, cost, quality, human resource, communication, risk and procurement management.
- Establish communication requirement among project stakeholders.
- Responsible for complete customer satisfaction (as a minimum) and customer elation (at best).
- Responsible for Customer / End User's complaints and feedback.
- Plan project human resource, acquire the project team, develop (HRD) and manage resource effectively and efficiently.

## **Applus Velosi**

**April 2017 — October 2017**

Projects Supervisor

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- Review and short list Engineers/Inspectors Resumes
- Conduct technical interview and select candidates accordingly
- Assign and mobilize Engineers to project site
- Prepare and Develop Training Program for Saudi National Engineers
- Develop and Conduct In-house training and Orientation to familiarize Engineer-trainees with HSE, Quality, QMS ISO, and job responsibilities
- Develop an IDP for each trainee that consist of 1 year and 4 years plan
- Develop and Improve On-Job Training Program for all Disciplines
- Conduct Saudi Engineers Development Program
- Indicate Engineering and Inspection Courses, International Certification (Aramco PEDD, TWI, BGAS, NASE, API, CSWIP, etc.)
- Develop Controlling, monitoring, and improvement method
- Designate Field Supervisors, Mentors, Trainees Responsibilities
- Develop development forms of Inspector's such as( Daily Activity Log, Monthly Client's Evaluation Form, Monthly On Job Training Report, Weekly Report along with Sample, Guidelines, Individual Development Plan, Time sheet, Self-Evaluation, On-Job Training)

- Review monthly trainees report and provide recommendations
- Assign Mentor for each trainee at site
- Comply with Saudization contractual agreement
- Convert Trainees to approved Inspector
- Convert Inspector to Sr. Inspectors and Supervisors
- Educate and provide the tools to trainees to enhance self-development
- Indicate Technical Courses to all trainees
- Support Projects Department at all aspects
- Support overall company operations
- Prepare Inspection Agency Index response and action to resolve client concerns
- Developed Traffic Violation Policy and flight policy
- Supervise all projects manpower
- Manage and provide manpower to client
- Manage the requirements, forecast, and newly hire
- Manage vacations plan
- Manage daily client enquirers
- Follow up with invoices and contracting issues
- Participate and prepare for new bids and job explanation meetings

## **Applus Velosi**

**May 2016 — March 2017**

Project Quality Supervisor

Seconded to Saudi Aramco through GIS contract under Inspection Department as Project Quality Supervisor;

Duties includes but not limited to:

**Status:** Approved by Saudi Aramco (SAP# 70018604).

- Lead/supervise multi-discipline team in performing all quality work aspects.
- Ensure contractor's work is in compliance with Saudi Aramco engineering requirements, standards, procedures, specifications, and Schedule Q of the project contract as well as applicable codes and international standards
- Support the Projects in resolving the project technical issues and ensure implementation of Saudi Aramco Standards.
- Participate in the management weekly meeting.
- Participate in the progress meetings with construction contractors.
- Review and approve contractor schedule "Q"
- Prepare PQI, KPI, PII.
- Review and approve project quality plan and Quality Assurance and Quality Control Plan
- Perform all quality activities throughout life cycle of the project.
- Participate at design review various stages of the design
- Perform root cause analysis, focused assessment as well as quality assessment and recommend short and/or long-term remedies
- Review and approve special process procedures
- Qualify contractor quality personals
- Participate in monthly safety meeting
- Initiate and report nonconformity such as NCRs, EDRs, Worksheet, DWS, etc.
- Participate at the contractor audits
- Handling multiple projects quality responsibilities
- Ensure adequately trained and certified personnel are available to meet the workload
- Assign required quality personals as needed
- Provide training to others as and when required.
- Conduct frequent visits to construction sites to resolve inspection related problems, or appraise adequacy of inspection services provided

## **Applus Velosi Saudi Arabia Ltd. Co**

**March 2015 — May 2015**

Quality Supervisor/Group Leader (Acting)

- Led multi-discipline team in execution the closeout of Manifa Program.
- Support the Projects in resolving the project technical issues and ensure implementation of Saudi Aramco Standards.
- Participate in the management weekly meeting
- Participate in the progress meetings with construction contractors.

## **Applus Velosi**

**March 2016 — April 2016**

Sr. Quality Assurance Engineer

Saudi Aramco projects participated in:

- 10-01247-0004 Replace Power Supply Generation System - Marjan GOSPs (Onshore Portion)
- Subject project provides power supply to offshore 3 GOSPs Murjan field.
- working with LTSK contractors throughout all phases of the EHV project.
- Major equipments worked with are but not limited to 230 KV OHTL, 115KV OHTL, 115 KV EHV Cables, 115KV Submerged Submarine Cable, substation, 230KV switch yard, GIS SF6 Switchgear, 230 KV Transformers, Shunt Reactors materials receiving, installation, per-commissioning, support start up and commissioning.
- 10-00976-0001 Replacement of Safaniyah Pier Trestle
- 10-00799-0041 Offshore MPP-2013 Increment ; TL 13 Onshore Work
- 10-00184-0003 Upgrade Safaniya Onshore Flare System
- 10-02186-0001 Khafji/Ratawi to Tanajib Sour Gas Handling and Compression
- 10-01286-0001 Upgrade Power Distribution System Tanajib Plant
- 10-01429-0001 Upgrade Trap Compression Facilities at Safaniya

## **Applus Velosi Saudi Arabia Ltd. Co**

**Septmper 2013 — February 2016**

Quality Assurance Engineer

Working under Saudi Aramco PID as Inspection Engineer (E&I) in Manifa Program providing engineering and inspection Quality Assurance services.

**Status:** Approved by Saudi Aramco (SAP# 70018604).

## **PROJECTS**

### **Saudi Aramco Projects**

- Monitor and ensure that contractor work is in full compliance with Saudi Aramco engineering requirements, standards, procedures, project specifications and drawings throughout the life cycle of the projects.
- Demonstrate a thorough working knowledge of National Electric Code/NFPA 70, IEC, NEMA, NETA and equivalent standards.
- Review and approve Technical Queries and CMS (Construction Method Statement), Project Quality Plan, Schedule "Q", PQI, PQC, KPIs, in accordance to Saudi Aramco standards.
- Review and approve project and contractors quality personals.
- Proactively supervising electrical and instruments activities, such as but not limited to: Materials receiving, installation, testing, functional testing and pre-commissioning of substations, transmission lines, switchgear, MCC, transformers, motors, RTU, ESP, ESD, CP, WSD, DAU, and all sort of power cable Land, onshore, and offshore.
- Monitor the major activities of LSTK contractors and Vendors.
- Prepare and issue Non-Conformance Report (NCR) for any deviation detected during any stage of project.
- Recommending corrective/preventive actions.
- Perform focus assessment, quality assessment, and prepare weekly report.
- Conducting walkthrough and issue exceptional items prior to MCC.
- Reviewing and approving energizations and loop checking packages.
- Monitor the construction progress of contractors, subcontractors, and vendors.
- Conduct Technical/Safety presentations to the team.

- Participated in closure of Manifa program Exception items.  
Saudi Aramco Projects Participated in:
- 10-00452-0002 Manifa PLATFORMS AND JACKETS LSTK CONTRACT
- 10-00453-0003 Manifa ONSHORE PIPELINES
- 10-00452-0003 Manifa ON-SHORE WELL SITE COMPLETIONS
- 10-00453-0002 Manifa ONSHORE WATER INJECTION AND CAUSEWAY CRUDE OIL PIPELINES
- 10-00452-0004 MANIFA ONSHORE WATER INJECTION AND CAUSEWAY CRUDE OIL PIPELINES
- 10-00916-0001 COMPOSITE CABLE and UPS EXPANTION (ABU ALI PLANT and WASIT GAS PLANT)
- 10-03042-0037 Manifa PIPELINES& CABLES
- 10-01247-0004 Replace Power Supply Generation System - Marjan GOSPs (Onshore Portion)
- 10-00976-0001 Replacement of Safaniyah Pier Trestle
- 10-00799-0041 Offshore MPP-2013 Increment ; TL 13 Onshore Work
- 10-00184-0003 Upgrade Safaniya Onshore Flare System
- 10-02186-0001 Khafji/Ratawi to Tanajib Sour Gas Handling and Compression
- 10-01286-0001 Upgrade Power Distribution System Tanajib Plant
- 10-01429-0001 Upgrade Trap Compression Facilities at Safaniya

#### PROFESSIONAL TRAINING AND CERTIFICATION

- PMI Project Management Professional (PMP) - 3154455
- Certified Manager of Quality and Organization Excellence (ASQ)
- ISO 9001 - 2015 Quality Management System Lead Auditor - IRCA
- Advanced Marketing Workshop.
- Characteristics of the Successful Employee.
- Strategic Management.
- Work Place Negotiations.
- Personal Negotiations.
- Introduction to Project Management.
- Advanced Project Management.
- Social Networking.
- Engineering Management
- Saudi Aramco GIS Training/Preparation Program
- ISO 9001 - 2008 Quality Management System Internal Auditor
- Electrical Equipment Testing ( Saudi Aramco PEDD)
- Saudi Aramco E-learning and Safety Courses
- Certification of Mentor Workshop (Saudi Aramco/ITQAN)

#### PROFESSIONAL AFFILIATES

- Project Management Institute (PMI), Member.
- The Institute of Electrical and Electronics Engineers (IEEE), Member.
- The Engineering Society of Detroit (ESD), Member.
- The National Society of Professional Engineers (NSPE), Member.
- Saudi Student Union at LTU, Member

#### COMPUTER

Windows Vista/ Windows 7, Microsoft Office, WinCUPL (Chips Programming) **Matlab**,

## SKILLS

**Matlab Simulink, Maple, MicroCap (Electrical& Control Circuits Design )**, Microsoft office project, Labview **International Instrument“Multisim” (Design Circuits)**, PC Software Emulator Real time operating system, Easy 68k.

## PERSONAL SKILLS

- Planning
- Management
- Operations
- Decision Making
- Leadership
- Strong interpersonal & communication skill
- Capable of leading team.
- Organizing and motivating.
- Problem Solving.
- Adapt successfully to changing situations & environments
- Manage time effectively, prioritizing tasks and able to work to deadlines.

## QUALIFICATIONS

- Saudi Council of Engineers
- Certified Engineer (282884)

## REFERENCES

Available Upon Request