Mohammed Altheeb

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PROFESSIONAL SUMMARY

I have around 10 years experience in multi sectors government ,semi-government and private in IT solutions, ICT, Digital transformation and AI. I have global certifications Togaf (1&2) on Enterprise architecture - PMP -Agile Scrum- JNCIA-JNCIS SEC - S+ and ITILv3 I would like to improve my abilities to lead creative visions to develop new technologies and re-structure or re-engineering IT transitions governance and change management . Talented professional experienced in information and communications technology management. Develops technologies to achieve business systems and operations requirements. Leads teams by example to maintain high-performing service departments. Accustomed to driving efficiency and effectiveness by developing, delivering and supporting strategic plans. Demonstrated skill in translating technical requirements to business solutions. Successful 5 years records of building positive relationships with internal and external stakeholders.

WORK HISTORY

CONSULTANT, DIGITAL TRANSFORMATION   *01/2023 – CURRENT*
Nozom Alriyadh | Riyadh, Riyadh Region

- Monitored online advertising and social media campaigns to assess success of different strategies.
- Organized and delivered training sessions to CEO for new product content and technological advancements.
- Successfully ran 7 Projects + marketing campaigns in2023.
- Oversaw product planning and demand management on a monthly basis in order to maintain adequate product levels.
- Create new Ideas to Clients using RPA and BPA such example (NFC,RFID,K2and low code systems.
- Create LMS Health training system in Riyadh R3 cluster.
- Create new AI system for Attendance Management for Ministry of Health Saudi Arabia.
- Create new AI Tracking system for Camel club track camels and control King Abdelaziz Camel Festival Area.
- Create Ideas to build new tracking system for air forces weapons inventories .
- Increased the revenue to company from 4 Millions to 76 Millions within 2 months.

INFORMATION TECHNOLOGY DIRECTOR   *06/2022 – CURRENT*
Kinonah IT Consultant | Riyadh, Riyadh Region

- Develop and direct the implementation of the IT strategy for the company

- Oversee the management of the ERP project plan, the creation of ERP architecture, and the development of ERP applications
- Oversee the cloud management software solutions by monitoring the migration of applications, data, and services in the cloud and ensuring proper operations
- Oversee and lead the implementation of IT software and hardware strategy and plans to ensure that business requirements are fulfilled within the assigned budget
- Guide the planning and execution of security strategies and measures on information systems and networks to improve the reliability and security of IT resources
- Development of industrial collaborations generated through research and development programs.
- Development of research and development programs to address industrial sector needs.
- Identification of business opportunities through development of the desalination and brine processing business model.
- Capture of Intellectual Property and strategic planning for protection of developed Intellectual Property rights.
- Development of alternative brine and derivative business plans and collaborations.
- Building the Innovation Centre team expertise to facilitate the operational requirements for the facility and associated workstreams.
- Collaboration with Universities for joint research and development initiatives.
- Collaboration with Intuitions for joint research and development initiatives.
- Identification of key technology components and engage with suppliers to establish means by which technology is incorporated within the desalination facilities.
- Establish with potential suppliers' roadmaps for technology development, innovation, and joint partnerships.
- strategic planning activities for the technology infrastructure of the school, including administrative/student information systems, computer networks, personal computers, video systems, and voice communication systems;
- Provides planning, budgeting, leadership and supervision to the ICT department;
- Ensure effective technical and fiscal management of the Department's operations, resources, technology projects and vendor contracts for hardware, software, and technology as required;
- Developing and managing computing standards, network architecture and security.
- Directs ICT support services including distance education, network operations and services, maintenance, upgrades, backup and recovery systems, operating systems and school telephone systems, and ensures a prompt, efficient, effective, technical and helpdesk operation;
- Provide vision, leadership for evaluating emerging technologies and implementing proven information technology solutions to support the

school's information and communication needs;

- Provides project management for infrastructure architecture, enhancement and scalability projects and provide a stable, reliable technology infrastructure for BISR
- Establishes policies and standards for technology hardware, software, and communications protocols
- Maintains, reviews, and upgrades as needed the disaster recovery plan for the college's information recovery services;
- Works collaboratively with other departments to efficiently implement technical installations and upgrades;
- Determining information integration methodologies.
- Lead a Kinonah consulting projects being responsible for the end-to-end engagement from inception to closure ensuring projects are completed on-time, quality and within budget on client expectations
- Working with the Technical Lead drive scoping, planning, cost estimating, software development approach, statement of work development and risk assessment, including but not limited to defining goals and objectives, identifying and documenting client requirements, resource requirements, project budget, project risks, and the translation of the client's business requirements into specific deliverables
- Be responsible for the project delivery including manage the budget/cost (P&L); the day-to-day relationship with all stakeholders including clients; resolve project delivery issues; gain client acceptance and milestone payments; predict and mitigate key risks
- Maintain and communicate project status to all internal and external stakeholders
- Understand the client's business case and the context of their business and assess the opportunities, benefits, risks and success factors of the project.

APLICATIONS AND PROGRAAM MANAGER   01/2021 – 06/2022
Camel Club | Riyadh, Riyadh Region

- Improved technical knowledge retention by authoring and maintaining documentation
- Used EPM to facilitate accurate and timely completion of all project lifecycle deliverables.
- Accurately identified and managed current risks, reducing software defects by 100%.
- Successfully planned and executed 4 software development projects, managing budgets of £ 120 Millions+.
- Effectively streamlined configuration management processes, reducing software release time by 100]%.
- Installed new technologies without disrupting workflow.
- Recruited, trained and managed IT teams to continually meet service user needs.
- Observed workflow to establish system development priorities.
- Maintained system security through regular testing and servicing.
- Monitored and updated software certifications for full compliance.

- Controlled department budgets by sourcing cost-effective solutions.
- Networked at industry seminars to build strategic business relationships.
- Recommended upgraded technologies to meet evolving business requirements.
- Led information and communications strategy development.
- Upgraded hardware and software regularly for optimised systems performance.
- Analysed system and software requirements to meet operational needs.
- Sourced new and emerging technologies to optimise information services.
- Wrote engaging, entertaining and informative media scripts for different uses.
- Brainstormed ideas with clients and stakeholders to maximise project potential.
- Leveraged market and competitor data to identify market opportunities and gaps.
- Developed marketing plans to support department strategies.
- Analysed paid and organic website data to enhance Return On Investment (ROI).
- Managed multi-channel advertising campaigns to support sales objectives.
- Developed targeted advice for decision-makers on how best to reach target consumers and build awareness.
- Build the IT department strategy and E-governance
- Lead team to practice and do tasks as a quality needs
- Devising new programs that support the organization's objectives
- Coming up with sustainable goals for the organization
- Working with other departments to develop budgets and plans for the programs
- Evaluating and assessing the programs strengths and weaknesses
- Monitoring projects and overseeing project manager tonsure goals
- Set and reach Cybersecurity authority policies and recommendations to our organization
- Meeting with stakeholders to discuss program status and goals
- Working with marketing team to improve strategies
- Build new IT Infrastructure in new building that including NOC and SOC and Datacenter with all technology need
- Create new customize systems for Camel Club :-
- Wathiqha
- Samaha
- Tattaman center
- Frauds and financial penalties center.
- Planning and initiation of multiple projects/portfolio at the same time.
- Designing the programme and proactively monitoring its progress, resolving issues and initiating appropriate corrective action
- Overall management of marketing, communication, and quality assurance of the program.
- Specifying guidelines.
- Establishing methods and priorities.

- Evaluating projects and programs.
- Processing results.
- Training and guidance of employees in projects/programs.
- Coordination of projects.
- Analyze the interdependency and allocate the resources accordingly.
- Lead and monitor the Project Managers.
- Efficient management of risk, change, and resources.
- Communicate with stakeholders regarding changes.
- Maximize return on investment.
- Look for potential opportunities and overall risks in the program.
- Prepare reports and reporting the progress to the directors and stakeholders.

PROGRAM MANAGER   03/2020 – 05/2021
E-Health deputy Ministry of Health | Riyadh, Riyadh Region

- support all projects belong to 937 program in E-Health visions, strategies, and implementation plans to help bring digitalization to life. All our consulting projects are strategic in their nature and have technology at the core. As a Digital Strategy Project Managers.
- Lead highly motivated consulting teams to develop new digital strategies, capabilities, and competitive differentiators for our departments.
- Inspire our clients to adopt new innovative approaches, tailored to their requirements, and guide them during pilot and implementation phases
- Assume full responsibility and ownership for the successful completion of your assigned project proactively driving communication and alignment with client and internal leadership teams
- Proactively coach consultants enabling them to build new capabilities and grow professionally
- Represent Siemens Advanta as the face to the client and build strong trust-based relationships with your client
- Continuously ensure the team is fully equipped to provide strong impact to the client
- Proactively coordinate and collaborate internally, support actively business development, and assume internal roles beyond project work .
- Support in the coordination and delivery of all program deliverables, including successful sourcing communication with the ventures team, as well as stakeholder engagement throughout
- Support team and external stakeholders to align expectations expectations and ensure smooth and timely delivery of a successful accelerator program.
- Support the detailed design and delivery of the program through workshops, coaching and mentorship for the startups, and other important ecosystem engagements e.g. deal flows with possible tech end-users, investor and wider ecosystem activation.
- Assemble and lead large project teams composed of diverse departmental or cross-functional staff responsible for the development and delivery of new products and services. Using leadership skills,

- effectively and equitably resolves conflicts among diverse project stakeholders and team members to deliver project deliverables and benefits to the organization.
- Contribute to the development of a multi-year roadmap and financial plan to sequence efforts to implement the university technology in alignment with needs, available resources, and capacity for change.
- Work closely with Senior Staff and other relevant stakeholders within and across NEOM to establish and maintain an institutional planning and governance framework for information technology, including the appropriate decision making and communication structures to execute effective technology deployment and timely project delivery.
- The incumbent will leverage relationship building, problem solving, budget management, and creativity to create a vision of information technology for the campus and to implement that vision in a high-quality and sustainable manner.
- Committed to the career and professional development of the staff, fostering practices for managing individual and team performance. The incumbent should be a flexible leader capable of motivating through team leadership skills, a clear vision, exceptional interpersonal and communication abilities, and a talent for leading and managing change.

SENIOR PROJECT MANAGER   *11/2019 – 02/2020*
MINISTRY OF HEALTH | Riyadh, Riyadh Region
- Oversaw each step of project, meeting goals and achieving deadlines.
- Ensured products brought into supply chain from global partners met specific company and transportation, disposal and storage requirements.
- Designed and maintained intranet programme page to optimise internal communication.
- Implemented change management processes to keep project up-to-date and smooth resistance to new concepts.
- Developed statement of work for product classification contract and devised sourcing strategy to maintain costs and clarify service expectations.
- Defined project scope, guidelines, milestones and task allocation to establish and maintain clear progress plans.
- Led and motivated talented project teams, consistently achieving against KPIs.
- Interviewed and hired top-performing talent.
- Delivered on revenue targets and service KPIs.
- Improved operations by generating project status reports and identifying issues for corrective action.
- Designed project presentations and reports for executive teams.
- Deftly managed estimation processes by preparing accurate bid packages, procurement plans and contract reviews.
- Provided weekly performance feedback on resource allocation, risks, issues and schedule adherence, keeping project teams on track.

- Expertly managed desires and expectations for key stakeholders across numerous high-value projects.
- Trained and mentored junior team members, leveraging previous practical experience for optimal project progress.
- Achieved high client satisfaction through consistent delivery and communication.

ERP CONSULTANT   03/2016 – 04/2019
TATA CONSULTANCY SERVICE, MINISTRY OF HEALTH, MAWARAD PROJECT | Riyadh, Riyadh Region

- Data analytics and AI: enabling data analytics and AI programs and fostering a culture of digital thinking and data-driven decision-making throughout the University.
- Data Security: Protecting against the unauthorized use of electronic data.
- Upskilling and hiring: Attracting the talent needed to deliver on the digital and technological aspirations of ministry of health, implementing the training needed across the organization to support enterprise cloud applications.
- Support to the development of a multi-year roadmap and financial plan to sequence efforts to implement the university technology in alignment with needs, available resources, and capacity for change.
- Work closely with Senior Staff and other relevant stakeholders within and across ministry of health to establish and maintain an institutional planning and governance framework for information technology, including the appropriate decision making and communication structures to execute effective technology deployment and timely project delivery.
- The ERP Manager will manage innovation and integrated solutions in support of teaching, learning, research and innovation.
- The incumbent will leverage relationship building, problem solving, budget management, and creativity to create a vision of information technology for the campus and to implement that vision in a high-quality and sustainable manner.
- committed to the career and professional development of the staff, fostering practices for managing individual and team performance.
- flexible leader capable of motivating through team leadership skills, a clear vision, exceptional interpersonal and communication abilities, and a talent for leading and managing change.

SYSTEM ENGINEER   04/2014 – 02/2016
TATA CONSULTANCY SERVICES | Riyadh, Riyadh Region

- Align with IRB systems
- Technical training and process training
- Hands on experience on projects in engineering and testing work with OSS Operation and Maintenance, BSS Billing and Rating activities and round the clock support, and financial reports for Business
- Daily Hight and dunning reports and process

- Create solutions for customers and users
- Handle rejected events
- Solve SR's PR's
- Ensure acceptable IT Security Measures are in place
- Responsible for developing IT Strategies for the company
- Plan, design and implement the mobilization and demobilization of IT equipment and services
- Responsible for the development and monitoring of the IT Budget
- Provide advice and guidance to stakeholders on identifying appropriate Business IT Solutions
- Responsible for developing IT Policies and procedures and ensures compliance
- Manage the performance of all team members.
- Installed new software for users and monitored version and patch update requirements.
- Supported loading of peripheral equipment with selected materials.
- Completed investigations to check on reported errors, reproduce problems and trace faults.
- Distilled complex technical information into easily digestible instructions for end-users.
- Established and troubleshot network and data communications systems.
- Scanned systems, diagnosing and correcting equipment failures and performance issues.
- Followed manufacturing instructions and design specifications when completing repairs.
- Tracked computer system and network performance to identify root causes of issues.
- Carried out new hardware installations and updates, keeping systems functional and secure.
- Tested function of peripheral equipment and completed quality repairs.
- Followed technical documentation for accurate installation, maintenance and repair work.
- Prepared equipment for staff use, installing cables, operating systems, and software.
- Organised workspaces for employees with computer, monitors and associated cabling or equipment.

IT SPECIALIST   01/2014 – 03/2014
SAUDI BRITISH BANK | Riyadh, Riyadh Region
- Installing or up grading components,
- Setting up software,
- Assisting with network administration and resolving all support issues
- Working with SAS program to provide specific dataset to department needs
- Mapped current business and operational processes and offered recommendations for improvement.
- Identified workflow bottlenecks and implemented new and improved processes and policies.

- Met end-user goals by supporting strategic planning initiatives for applications.
- Developed and executed marketing programs to increase company exposure, customer traffic and sales.
- Planned integral business operational mandates and policies, clearly defining customers and markets.
- Communicated with customers, employees and other individuals to answer questions and explain information.
- Reported and consolidated company financial performance.
- Developed wireframes, site maps and content inventories for new website designs.
- Used cross-functional resources to implement direct marketing programs and increase customer base.
- Led cross-functional teams to analyze and understand operational impacts of technology changes.
- Reconciled and reported discrepancies found in records.

SKILLS

Strong organizational skills.
- Flexible team player.
- Analytical reasoning.
- Strength in regulatory reporting.
- Superior research skills.
- Business requirement analysis.
- Study business needs.
- Good communication skills.
- Ability to command respect.
- conflict Resolution skills.
- Good knowledge of PM principles.
- constant risk management mindset.
- Leadership Skills.
- Advanced computer proficiency (PC & MAC)
- Financial statement analysis.
- Analyzing problem to find solution.
- Chances hunting & Clever.
- Decision maker.
- Project lifecycle management
- Employee management
- PR strategy development
- Professional business writing
- Information gathering and analysis
- Negotiation
- Creative merchandising

EDUCATION

BACHELOR'S DEGREE | Information System, Computer information *01/2014* & Sciences, Strategic Planning
Imam Muhammad Ibn Saud University, Riyadh

ACCOMPLISHMENTS

-ERP Mwared Ministry of health achievement.
-Program Manager of 937 at Covid-19 crisis achievement
-King Abdulaziz Camel fistival 6th edition achievement

CERTIFICATIONS

- PMP - Project Management Professional
- Togaf Enterprise Archtect fundmental and certified 1&2
- Juniper (JNCIA and JNCIS-SEC)
- Agile Scrum
- ITIL v3
- CompTIA S+

LANGUAGES

Arabic: Native language

English: C2

Master or proficient