#### Michalakis Charilaou

#### **Project Manager**

Address: Building 2962, Road 7543, Block 575, Apartment 112, Al Janabiyah - Bahrain

Telephone: +973 32348663 (Bahrain), +357 99369859 (Cyprus)

Whatsapp: +357 99369859
Skype: michalis.l.charilaou
Email: mlcharilaou@gmail.com

LinkedIn Profile: linkedin.com/in/michalakislcharilaou

Nationality: Cypriot Gender: Male Marital status: Married

#### **Professional Profile**

An accomplished Project Manager, capable of delivering high-end Civil Engineering Projects. Possesses infrastructure construction experience, including roadworks, highways, sewage, storm water and water supply works, as well as building construction experience encompassing residential, industrial and commercial building complexes. Able to manage projects through their full lifecycle, from planning to handover, achieving successful completion within demanding time and budget constraints. Recognized as a strong and influential leader, able to manage large multicultural teams and engage stakeholders to achieve challenging corporate objectives. Positively embraces change to enable progress. Confident leading negotiations with both suppliers and clients, ensuring project success and profitability.

#### **Core Competencies**

Project management	Project planning	Project Delivery
Project finance	Construction management	Turnkey projects
• Procurement	• Logistics	Contract administration
Financial management	Costing and budgeting	Conflict resolution
<ul> <li>Networking</li> </ul>	Negotiation	• Leadership

#### **Professional Affiliations**

Name of Institution/Establishment	Grade / Title / Post Nominal Letters	Registration Number	Date Awarded
Project Management Institute	Member	3207745	20/09/2018
<b>Chartered Quality Institute</b>	Practitioner	6037950	04/08/2017
Cyprus Scientific Technical Chamber	Member	AO58461	30/06/1995

### **Education & Qualifications**

- > Master Degree in Civil Engineering Construction Section, obtained on July 1994 from the Polytechnic University of Turin, Corso Duca degli Abruzzi, 24, 10129 Torino, Italy.
- ➤ Master of Business Administration, degree obtained on December 2015 from CIIM (Cyprus International Institute of Management).

Professional Experience		
Dates	24 February 2018 - Present	
Position held	Project Manager	
Name and address of employer	Poullaides Construction Company W.L.L.	
	Villa No. 731, Road 3314, Block 333 – Mahooz – Bahrain.	
Main activities of the Company	Poullaides Construction Co. W.L.L. (PCC) is active in the Construction of Building and Civil Engineering Projects including Electro-Mechanical works.	
Reporting to	Projects Director and Managing Director	
Responsibilities	I am responsible for the Project Management in relation to the construction of "Non-Process Buildings Project" for Potline 6 at ALBA, Bahrain where Bechtel is acting as Agent for the Client (Alba). My main responsibilities include planning of project resources, leading the project team, managing the schedule of works, managing costs in relation to the project's budget, managing quality, environmental and occupational health and safety issues, monitoring the projects progress, taking care of documentation and reporting, meeting and liaising with the Client's consultants etc.	
Achievements	My main achievement in this job is to create a successful team who are all working with the aim to deliver the project on time and within budget.	
Dates	01 July 2010 up to 23 February 2018	
Occupation	Design and Engineering and Business Administration Consultant	
Name and address of employer	Freelancer	
Main activities  Achievements	Design and Engineering and Business Management consultancy services as: Preparation of expert reports for the Technical Chamber of Cyprus; Preparation of Energy Performance Certificates of Buildings; Consultancy to Construction Companies for issues related to ISO 9001, ISO 14001, OHSAS 18001 and for Project and Business Management issues both in Cyprus and abroad. Among my achievements was the transformation of Vita Construction Company Ltd, Nigeria in a highly competitive in the Nigeria market Company improving its image and credibility by attaining certification to ISO 9001:2015, ISO 14001:2015 and OHSAS 18001:2007.	
Dates	18 July 2009 to 30 June 2010	
Position held	Project Manager	
Name and address of employer	Chapo (Bahrain) W.L.L.	
	P. O. Box: 1987, tel.: 17830190, Fax: 17830183	
Main activities of the Company	Chapo (Bahrain) W.L.L. is a major Civil Engineering and development Company.	
Reporting to	General Manager	
Responsibilities	I was the Project Manager, responsible for the Construction of K-Hotel at Juffair. My responsibilities were Planning of project resources, leading the project team, managing the schedule of works, managing costs in relation to the project's budget, managing quality, environmental and occupational health and safety issues, monitoring the project's progress, having meetings with the Client and its consultants, taking care of documentation and reporting etc.	
Achievements	I have contributed to the construction of a functional and profitable 4-stars Hotel in Juffair Bahrain.	

# **Project Manager**

Dates Position held	08 September 2007 - 19 January 2009 Head of QESH Department & Project Manager
Name and address of employer	J&P (O) Ltd Libya Branch 16 km Swani Road, 6072 Tripoli/Swani (Libyan Arab Jamahiriya)
Main activities of the Company	Engineering, Procurement and Construction of Civil Engineering and Electromechanical Projects.
Main Clients	AGOCO (Arabian Gulf Oil Company), Waha Oil Company, Repsol Oil Company, Wintershall Oil Company.
Reporting to	Country Manager
Responsibilities	Ensuring the continuation of the implementation of Quality, Environmental and Occupational Health and Safety Systems of the Company in all its Projects in the Libyan territory and in parallel I was involved in the Construction of the Forensic Laboratory at Tripoli, Libya.
Achievements	I have ensured that the requirements of ISO 9001, ISO 14001 and OHSAS 18001 were followed in all of the Company's Projects in Libya, consequently I have contributed in improving the image and credibility of the Company, improving customer satisfaction, integrating processes for better alignment, improving decisions by basing them on data from the three management systems and improving safety culture.
Dates Position hold	01 October 2006 - 31 July 2007
Position held Name and address of employer	Project Manager CYTECO Ltd (Cyprus Technical Constructions Ltd)
Main activities of the Company	12 – 14 Kennedy Avenue, 1087 Nicosia - Cyprus Construction Company
Main activities of the Company Main Clients	CYTECO Ltd was active mainly in Civil Engineering Public and Private Projects.  Ministry of Education and Ministry of Works of Cyprus
Reporting to	Managing Director
Responsibilities	I was responsible for the management, execution and static improvements of various projects of the company in Cyprus including schools and Police Stations. My main responsibilities included planning of project resources, leading the project teams, managing the schedule of works, managing costs in relation to the projects' budget, managing quality, environmental and occupational health and safety issues, monitoring the projects progress, taking care of documentation and reporting, having meetings with the clients and consultants etc. I have contributed in the successful execution of various projects of the company and their delivery on time and within budget.
Dates Position held	December 2002 - August 2006
Name and address of employer	QESH Coordinator  J&P (O) Ltd Libya Branch  16 km Swani Road, 6072 Tripoli/Swani (Libyan Arab Jamahiriya)
Main activities of the Company	Engineering, Procurement and Construction of Civil Engineering and Electromechanical Projects.
Main Clients	Rasco Oil Company, AGOCO (Arabian Gulf Oil Company), Waha Oil Company, Repsol Oil
Reporting to	Company, Wintershall Oil Company. QESH Manager and Managing Director
Responsibilities	My main responsibilities were to ensure and monitor the implementation of the Companies Quality, Environmental and Occupational Health and Safety Management Systems, ensure the
Achievements	continuation and enhancement of all processes regarding awareness and training in quality, environmental and occupational health and safety issues.  My main achievement was to increase the quality, environmental and safety awareness between all the employees of the Company and the successful recertification of the Company in two ISO Standards i.e., ISO 9001, ISO 14001 as well its recertification in OHSAS 18001.

### **Project Manager**

Dates	August 1996 – November 2002
Positions held	Site Manager
Name and address of employer	J&P (O) Ltd Libya Branch 16 km Swani Road, 6072 Tripoli/Swani (Libyan Arab Jamahiriya)
Main activities of the Company	Engineering, Procurement and Construction of Civil Engineering and Electromechanical Projects.
Main Clients	Our Clients were mainly Companies of the Petrochemical Industry as Rasco Oil Company, AGOCO (Arabian Gulf Oil Company), Waha Oil Company, Repsol Oil Company, Wintershall Oil Company and the Libyan Ministry of Health.
Reporting to	Project Manager
Responsibilities	Planning of project resources, leading the project team, managing the schedule of works, managing costs in relation to the projects' budget, managing quality, environmental and occupational health and safety issues, monitoring the projects progress, taking care of documentation and reporting, meeting and liaising with the Clients and consultants etc.
Achievements	Delivery of the project in which I was involved, on time and within budget and ensuring the implementation of company's and clients' procedures and requirements.
Dates	October 1994 - June 1996
Positions held	Site Manager
Name and address of employer	Private Contractors – Cyprus
Main activities of the Company	The Company's activities were mainly Civil Engineering Projects.
Reporting to	I was reporting to the Managing Director.
Responsibilities	My main responsibilities were planning of project resources, leading the project team, managing the schedule of works, managing costs in relation to the project's budget, managing quality, environmental and occupational health and safety issues, monitoring the projects progress, taking care of documentation and reporting, meeting and liaising with the Clients and consultants etc.
Achievements	My main achievements were the timely and within budget, execution of the Projects in which I was involved, to increase the quality, environmental and safety awareness between all the employees of the Company and ensure the implementation of the Company's Management Systems and Procedures.

### **Early Career Summary**

Technical Collaborator: Freelancer, Italy 1990 –1994

High School Teacher at Professional Institute Effemme Turin – Italy

1989 - 1990

### **Professional Development**

I have followed several regular and online courses on various subjects such as Project and Construction

Management, Fidic Contracts, Arbitration, Negotiation, Business Strategy, Marketing etc.

### **Key IT Skills**

Microsoft Word, Microsoft Excel, Microsoft Power Point, Microsoft Project, AutoCAD.

### Languages

Greek, English, Italian

## References available on request