

Mr. Osama M. Khairalla, PMP, PSP

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Cover Letter

Over the past 25 years, I developed diverse experience and expertise in Engineering and Project Management, combined with the required soft and hard skills, with focus in;

- *Executive Management; Business Development; Engineering Management; PMO Management; Portfolio Management; Program Management; Operation Management; Organizational Risk Management*
- *Strategic Planning; Organizational alignment with current market conditions; Business Development; Building and Maintaining Relations*
- *Quality & Standards alignment, Development and Implementation*

Held Managerial positions in Engineering and Project Management with leading international companies; BT Groupe, Jacobs, Mustang, SNC Lavalin and Saudi Aramco. Managed and executed successfully, with a track record, a wide range of projects under International and Saudi Aramco Standards; *Infrastructure and Residential Cities Development; Major Transmission Pipelines; Petrochemical Facilities; Oil & GAS (up-stream, down-stream, on-shore projects, and Facilities); IT Solutions.*

Problem solving oriented professional with Managerial capabilities and expertise in; large scale operation management; increasing business profitability by developing and implementing growth strategies; improving operation and execution practices; maintaining tight schedules and implementing Fast Track strategies where needed; implementing effective project controls practices; creating, developing and running PMO office / Program effectively; projects and PMO/program financial operations; resources planning and management; change management; Contracts Management, i.e. cost plus, lump sum, FIDIC, Aramco contracts, etc.; professionals training and development; HSSE best practices implementation and leadership; opening new markets utilizing existing wide professional network; building and maintaining business relationships; stakeholders management and reporting; leading the organization to success.

As a result oriented professional with in depth knowledge and expertise in Engineering and Project Management, I am looking for a new challenge with a reputable organization.

Professional Experience

Head of Execution Center

BT Groupe, Saudi Arabia, from 11/2017 to May 2018.

Managing the group Projects Portfolio; Programs and PMO's. The group was formed in 2017 by merging several companies under a group umbrella. The group covers technology sector, i.e. Security Systems, Networking solutions, Firefighting system, integrated buildings solutions, ISP, OSP, Operation and Maintained of IT systems, ERP development, low current solutions, etc.

Appointed to manage the execution center; project control, Quality, HSE, Engineering, Programs, and PMO's. In addition, develop standards, procedures and business process, and implement best practices in project management. The company Projects Portfolio backlog is 1.5 billion SR. The group executes several strategic Programs and PMO's, i.e. Holy Mosque of Mecca PMO IT systems, Security, sound system and related systems operation, maintenance and expansion; Ministry of Interior Fiber Optic Network Development program that covers kingdom wide fiberoptic network covering cross country and within city fiber optic network, data centers, NOC and ISP activities design, installation and commissioning. The company serves government and privet sector clients.

Responsible for the portfolio strategic planning, Budgeting, forecasting, cashflow management, projects financing, human resources development, related IT systems development (engineering software, ERP, etc.), managing the related financial aspects, stake holder's management, profit and loss, planning, cost control, estimating new projects and portfolio *Risk Management*.

On Shore, Pipeline and Facilities Business Unit Manager

MUSTANG-HDP (Part of Wood, USA), Saudi Arabia, from 2/2013 to 3/2017.

Managing the Business Unit (BU) projects, Programs and PMO's, and responsible for; stake holder's management; BU profit and loss; planning; managing BU targets, margin, contingencies and cost control; budgeting, estimating new projects; resources planning, directing and managing Senior and lower level Project Managers, project personnel in all disciplines and project support staff; projects life cycle management (initiation, planning, execution and closing); quality assurance; procurement; stakeholders reporting; BU growth; BU and projects *Risk Management*, personnel training and development; Establishing and driving work environment culture; maintaining zero accident policy under strict HSSE program.

The BU provides engineering projects, studies, consultation and general engineering services in; upstream/on shore, Pipelines (Oil & Gas), oil & Gas facilities, Infrastructure, Bulk Plants and related facilities, etc., for clients such as Saudi Aramco, SABIC, KJO and major LSTK contractors.

Developed and implemented commercial strategies to maximize growth, and exceeded preset sale targets; i.e. expanded the Business unit from 100 to 250 engineering staff, increased sales and expanded the Business Unit offering Portfolio.

Improved the BU operation in term of; quality, schedule and cost by implementing best practices in project management.

CEO

Apex 3D Tech Co., Saudi Arabia, from 10/2011 to 1/2013.

I joined as CEO to restructure the company in line with market conditions. Developed and implemented restructuring strategy combined with growth strategy to align company operation and sales with current market conditions, and introduce new services to the market.

The outcomes were a restructured business that covers Saudi Arabia, Qatar, Kuwait and UAE, and sales & profitability improvements.

The company provides engineering services support in Laser Scanning, Underground Mapping, AS Built Drawings Generation, and 3D Modeling services to owners and engineering organizations in Saudi Arabia and GCC countries.

General Engineering Services Manager

Jacobs ZATE (Part of Jacobs Engineering, USA), Saudi Arabia, (9/2008 – 9/2011)

Managing the General Engineering Services Department and its related Programs and PMO's, and responsible for; stake holder's management; department profit and loss; planning; managing department targets, margin, contingencies and cost control; department and projects *Risk Management*; budgeting and estimating new projects; resources planning, directing and managing Senior and lower level Project Managers, project personnel in all disciplines and project support staff; projects life cycle management (initiation, planning, execution and closing); quality assurance; procurement; stakeholders reports preparation; BU growth; personnel training and development; Establishing and driving work environment culture; maintaining zero accident policy under strict HSSE program

Developed and implemented strategies to restructure the department operation; expanded the business through networking; and as a result, the department exceeded preset target; increased sales from 80,000 engineering hours to 350,000 hrs. per year, and significantly improved clients satisfaction, quality, schedule and cost indices.

The company undertakes Oil & Gas and petrochemical engineering projects at different phases; Studies, Front-End Engineering, Detail Engineering, Project Management Service, and Construction Support.

Project Controls Dep. Manager

SNC. Lavalin Europe B.V., Saudi Arabia, (4/2007- 4/2008)

Joined the company to develop the Project Controls department; under a consortium between Jacobs, SNC Lavalin and Saud Consult.

Responsible for the project controls department, consulting the Project Managers in cost, scheduling and estimation; implementing best practices in the industry.

The consortium undertakes projects at different phases (Front-End Engineering, Detail Engineering, Project Management Service, Construction Support and Studies). Was established to execute projects in Saudi Arabia and Out of kingdom, in the Oil& Gas disciplines under three years contract for Saudi Aramco; Gas Plant Expansion, Crude Processing Unites Expansion, Rabig Industrial City Expansion, Water Disposal System Upgrade Program, Increase Pipeline Capacity program, Manifa Field Causeway, RT Refinery Upgrade Program.

Planning & Scheduling Engineer

Saudi Aramco, Saudi Arabia, (10/2002 – 4/2007)

I held several positions with Aramco; Planning & Scheduling Engineer Project Engineer, Cost Engineer, Estimator, and Contracts Manager.

Was involved in the entire project life cycle (Feasibility, Design, Procurement, and Construction phases).

Covered a wide range of projects with values ranges from \$2 mm up To 12 Billion, such as; Oil & Gas, Airport Upgrade, Air Fueling Facility Upgrade and construction, building (hospitals, office buildings, schools, and housing projects).

Covered many knowledge areas related to projects; Capital Projects Front End Planning; Financial Analysis; Project Integration; Project Risk Analysis; Project Execution Plan Development; Project Schedule Development (Utilizing CPM methodology, Network Development, WBS, and Primavera software); Project Estimation; Project Engineering; Cost Control; Contractor Schedule Evolution and Approval; Quantity Surveying; Project Progress Reporting, and Management Reporting (Utilizing EVA Methodology); Claims preparation and evaluation; Best Practices implementation; Project Change Order; Carried out Special Studies and Research; Developing and Training others in Project Management

IT Department Manager

Spectrum Rays Communication Co., (3/1999 – 9/2002)

The department needed improvements in projects management practices, and client base expansion; heavy business development effort and growth strategy implementation took place; cross company training in project management; developed and implemented project execution procedures to improve the projects outcome.

The projects executed were for ARAMCO, some of SABIC companies and some of the medium to large size privet companies, in the following areas:

- ERP Projects; covering Business Processes Identification, Design and Blue Prints generation, implementation, and Training in SAP and Oracle software.
- Airport Information Display System.
- IT Projects; covering development, design and hardware installation for LAN, WAN and wireless Networks, (PC's, Servers, Switches, Hops and Routers, Fiber Optic Cabling and Structure Cabling).
- Video Conferencing Projects; Design and implementation.
- IT Consultancy Projects; providing integrated IT Solutions and Consultancy.

Regional Manager / Program Manager

Jash Technical Services Co., (2/1998 – 2/1999)

I was assigned to manage several programs and direct the Eastern Province projects and operation, with targets to improve existing long term projects outcomes and profitability.

The projects teams' total count was 4,000, from different disciplines including the support staff. It includes senior project managers, projects personnel, and consultants.

Improved client relation, streamlined projects execution, improved projects cost performance, and increase projects profitability by implementing sound project management practices.

Average project value was \$100 mm and projects were in the following areas:

- Airport Operation and Maintenance.

- Royal Air force (Dhahran) related activities, operation and maintenance.
- University Operation and Maintenance, King Fahad University (KFUPM)

Assistant Manager / Operation Manager

Sweet Water Co., (3/1997 – 2/1998)

I was Responsible for day-to-day plant operation, and the following areas:

- Water Treatment Plant Management; Plant Operation, Marketing and Distribution
- New Projects Development; Planned and Developed new Water Treatment Plant, Water Filling and packaging Line, and Ice Plant

International Purchasing Agent

Mohd. Abdul Aziz Al Rajhi Est., (12/1991 – 2/1997)

During my college education at the USA, I was appointed by Alrajhi Est. as a purchaser to cover equipment's purchasing, set up material supply chain for their manufacturing facilities and general trading activities in Saudi Arabia. Provided equipment procurement support for Steel Fabrication Plant and Water Treatment plants.

Engineering Standards and Quality Standards Experience

Hands on experience in following and implementing US or European engineering standards and related industry standards. As clients in Saudi Arabia follow different sets of standards, and some has their own standards, i.e. Saudi Aramco, its essential to be knowledgeable of these standards. Throughout projects execution for different clients, developed in depth knowledge in implementing standards (per client identified standards), developing and improving engineering organization standards and business processes, implementing related ISO standards in operation and execution. To mention some of the standards that has been followed / implemented;

- American National Standards Institute (ANSI)
- European Standards (EN)
- Saudi Aramco Standards and Procedures
- Project Management Institute Standards; Project Management Body of Knowledge (PMBOK® Guide)
- AACE International
- International Organization for Standardization (ISO)
- International Federation of Consulting Engineers (FIDIC)

Education

BS, Arizona State University, May 1995

Major: Applied Sciences & Engineering

Concentration: **Mechanical & Aerospace Engineering**

Certification

- ***Project Management Professional (PMP)***
Certified by Project Management Institute, USA, since 2003
- ***Planning and Scheduling Professional (PSP)***
Certified by AACE international, USA, since 2005

Training Programs

Attended several courses in:

- Business Development
- Financial Analysis
- Entrepreneurship skills
- Project Management; covering all PM Knowledge areas
- Workshops and seminars related to solutions Development, IT solutions marketing, and Management
- Post graduate courses toward MBA program
- ISO implementation
- Risk Management
- Many technical course

Computer Literacy

Primavera, C++, FORTRAN, ACAD, MATLAB, Microsoft Office, Corel Draw, ERP (SAP), Oracle data base, Impress, and HTML

Languages Arabic, English, French and Spanish

Personal Data Material Status; married with two children.
Date of Birth; 5/1966
Nationality; Saudi Arabia

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