



Khalil Ahmad Naser

Professional Summary:

24 years of contracting experience, I graduated in the work stages, starting from a site engineer to a project manager, and began working as a mechanical engineer for air conditioning, then for plumbing, firefighting and irrigation system. When I started working as a project engineer, I was added to the tasks of supervising the implementation of electrical work in addition to mechanical work, and then I was appointed to the position of project manager for electrical and mechanical works.

I worked with several companies specializing in electrical work (low and medium voltage systems , low current systems) and mechanical (air conditioning systems, firefighting systems, medical gas systems, plumbing systems, irrigation systems and infrastructure systems) . These companies are (Test Electro-Mechanical Co. as a site engineer and O&B Co. as a project engineer, and Masharef Najd Co. As project manager and executive director of Kunooz Al Saraya Contracting, this is specialized in Electro-Mechanical works.

After that, I worked with Al-Wareef Contracting Company as a director of the Electromechanical Department and project manager for construction work at the company, which is a second-class classified company in the field of contracting. I have been approved by the owner (Institute of Public Administration) and consultant Saudi Consult as project manager for housing the Institute of Public Administration in Jeddah with a value of 150 million riyals, which includes all construction, architectural and electromechanical works.

Name: Khalil Ahmad Naser
Nationality : Jordanian
Born in Riyadh 1974
khaleel74p@hotmail.com
mobile :00966560000488
KSA ,Riyadh

Education:

Aleppo University
Syria, Aleppo
BA: Mechanical Engineering 1996

MPM From IBAS
(International Business Academy
of Switzerland) 2022
MAB From IBAS
(International Business Academy
of Switzerland) 2022

Certifications:

- Project Management Professional (PMP)
- Certified Energy Manager (CEM)
 - Cost control course.
- International Commercial Arbitration Diploma
- Photovoltaic System Professional
(American Society of Professional engineers)
 - International Association of Safety Professional

Work History:

Al Wareef Contracting Co. – Project Manager and MEP Manager

Riyadh, Central/Riyadh

01/2016 - Current

Tasks and Experiences: As MEP and Projects Manager :

- Supervising project pricing and bidding stages.
- Reviewing contract preparation and approval of subcontractors.
- Coordinate internal resources and third parties/vendors for the flawless execution projects
- Ensure that all projects are delivered on-time, within scope and within budget
- Assist in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Ensure resource availability and allocation.
- Develop detailed project plan to monitor and track progress.
- Manage changes to the project scope, project schedule and project costs using appropriate verification techniques
- Measure project performance using appropriate tools and techniques
- Report and escalate to management as needed
- Manage the relationship with the client and all stakeholders
- Perform risk management to minimize project risks
- Establish and maintain relationships with third parties/vendors
- Create and maintain comprehensive project documentation
- Meet with clients to take detailed ordering briefs and clarify specific requirements of each project.
- Delegate project tasks based on junior staff members' individual strengths, skill sets and experience levels
- Track project performance, specifically to analyze the successful completion of short and long-term goals
- Meet budgetary objectives and make adjustments to project constraints based on financial analysis

Skills:

Management skills:

Decision making style.

Work under pressure.

Take responsibility

Negotiation method

Casting and resenting.

Good listening

Dealing with difficulties.

Work skills:

Team management

Self-Control.

Training and teaching

Coordinat staff skills.

Customer acquisition

Business development



- Develop comprehensive project plans to be shared with clients as well as other staff members
- Use and continually develop leadership skills
- Attend conferences and training as required to maintain proficiency
- Perform other related duties as assigned
- Develop spreadsheets, diagrams and process maps to document need seemliness.

Konouz Al Saraya Co. - Executive Manager

Riyadh, Central/Riyadh

03/2013 - 12/2015

Tasks and Experiences:

- Apply a project management approach to the specific requirements of the project
- Establish a good working relationship with the Owner
- Direct, manage and motivate the company teams.
- Develop and maintain an agreed project plan and detailed stage plans
- Understand and apply business case and risk management
- Tailor expert knowledge to meet specific circumstances
- Plan and manage deployment of physical and financial resources to meet project milestones
- Build and sustain effective communications with other roles involved in the project
- Apply quality management principles and processes.



Masar Al Moheet Est.-Executive Manager:

Riyadh, Central/Riyadh

01/2008 - 03/2013

Tasks and Experiences:

- Apply a project management approach to the specific requirements of the project
- Establish a good working relationship with the Owner
- Direct, manage and motivate the company teams.
- Develop and maintain an agreed project plan and detailed stage plans
- Understand and apply business case and risk management
- Tailor expert knowledge to meet specific circumstances
- Plan and manage deployment of physical and financial resources to meet project milestones
- Build and sustain effective communications with other roles involved in the project
- Apply quality management principles and processes.

Masharef Najed Contracting Est. – Projects Manager

Riyadh, Central/Riyadh

01/2002 - 12/2008

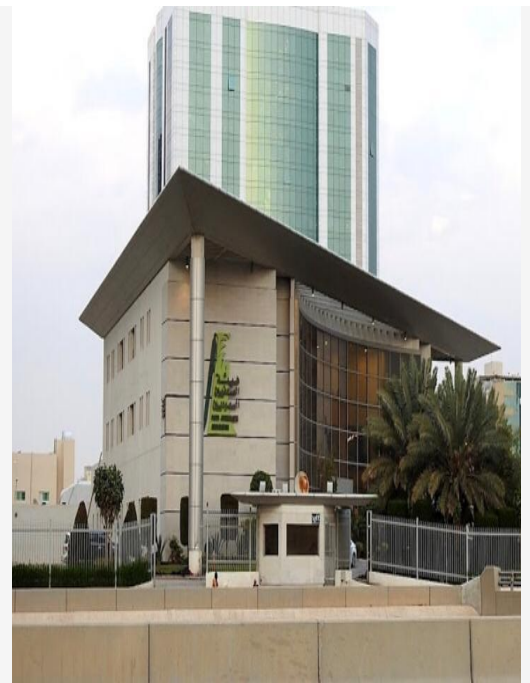
Tasks and Experiences:

- **Initiating:** I defining the main objectives of the project, its purpose, and its scope. I also identify key internal and external stakeholders, discuss shared expectations, and gain the required authorization necessary to move a project forward.

- *Planning: I worked with key stakeholders to create an integrated project plan focused on attaining the outlined goals.*

I oversee scope, cost, timelines, risk, quality issues, and communications.

- *Executing : I assigned the work and ensure that*



tasks are completed as scheduled. and also typically:

Protect the team from distractions

Facilitate issue resolution

Lead the team in working through project changes

- *Monitoring and Controlling:*

Monitoring the progress of a project

Managing the project's budget

Ensuring that key milestones are reached

Comparing actual performance against planned/scheduled performance

- *Closing:*

Ensure all activities necessary to achieve the final result are completed. During the close of a project, will:

Work with the client to get formal sign-off that the project is complete

Release any resources (budget or personnel) who are no longer needed for the project

Review the work of third-party vendors or partners in order to close their contracts and pay their invoices

Archive project files for future reference and use

O&B Electro-Mechanical Est. – Project engineer

/Project Manager

Riyadh, Central/Riyadh

01/1999 - 12/2002

Tasks and Experiences:

Follow up the approval of the executive plans for electrical and mechanical works.

Follow up on material approval

Follow-up on the implementation of the work according to the time plan, while monitoring costs and profits.

Doing the delivery of the project and preparing all the special documents to receive the works (As built drawings, the operation and maintenance manual, and the guarantees file)



Test Electro-Mechanical Est. – Site Engineer

Riyadh, Central/Riyadh

10/1996 - 12/1999

Preparing shop drawings for mechanical works (air conditioning, plumbing, firefighting and irrigation works)

Requesting materials for the implementation of the works for the project

Monitoring the quality of the executed works and handing over the works to the consultant

Submit daily reports to the project manager

Coordinating with other works on the site before implementation and participating in the preparation of coordination drawing.



Some projects that have been completed:

- **IPA Housing –Jeddah : (under progress)**
Construction and Electro-Mechanical works
- **TIRE TESTING LAB. IN JEDDAH:**
Construction and Electro-Mechanical works
- **CAR TESTING LAB. IN JEDDAH:**
Construction and Electro-Mechanical works
- **National Guard Housing:**
Electro-Mechanical work
- **Radio Active Storage Building:**
(King Faisal Specialist Hospital)
Electro-Mechanical Work
- **Dalmaz Factory:**
Electro-Mechanical work
- **AL SALAM HOSPITAL :**
HVAC System (Chilled Water System)
Steam System
Electrical System
- **King Fahd Medical City - X-ray building**
HVAC System
Plumbing System
Electrical System
- **Central Quality Assurance Laboratory –
Riyadh:**
(HVAC System, Laboratory Gas System and
Electrical System)
- **Tawaren Center:**
HVAC System and Plumbing System
- **Al Batha Hospital (UAE borders)**
HVAC System (Chilled Water
System), Firefighting System
Medical Gas System
Fire Fighting System
- **Saudi Journalists Association Head Quarter:**
HVAC System
- **Medical Since Collage :**
Electro-Mechanical works



إجازة في الهندسة الميكانيكية

قر مجلس جامعة حلب في الـ ١٥ من شهر تشرين الأول عام ٢٠٢٢م وبتوصية من
بدره الشاذلي على نتيجة الامتحان النهائي بكلية الهندسة الميكانيكية
مخ السير خليل بن أحمد خليل نسر من مؤهلي الفروع
العلوم في الرياض - السعودية. حمل الفوق شهادة واربعة وسبعين
درجة للامتحان في الهندسة الميكانيكية قسم هندسة القوى الميكانيكية
بمرتبة جيد فقط فاز بذلك حق هذه الدرجة واستبانها

جامعة حلب

حلب في ٦ صفر ١٤٤٤ الموافق ١١ أيار ٢٠٢٢م

وزير التعليم العالي

مدير جامعة حلب

عميد كلية الهندسة الميكانيكية



الدكتور محمد صالح سني

الدكتور محمد علي حور

الدكتور محمد ضياء عبد الواحد

الرقم ٥٠٢٠



International Business Academy
of
SWITZERLAND

Established in 2013

International Business Academy Of Switzerland Does Hereby Award To

KHALIL AHMAD KHALIL NASER

who has satisfactorily completed the Studies prescribed and therefore has been granted the award of

MASTER OF BUSINESS ADMINISTRATION

MAJOR IN: PROJECT MANAGEMENT

(GLOBAL PATHWAY)

*With all its right and privileges in the witness whereof the seal of the International
Business Academy of Switzerland is hereunto affixed.*

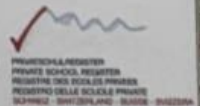
Presented on 15th June 2022 in Zurich, Switzerland

Martin Nielsen
Chief Executive Officer



Mensur Zeqiri
Academic Director

Student ID: IBAS.MBA.20022205.S





International Business Academy
of
SWITZERLAND

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Presented on 15th January 2022 in Zurich, Switzerland

Martin Nielsen
Chief Executive Officer

Mensur Zeqiri
Academic Director

Student ID: IBAS.MBA.20022205.S



**Project
Management
Institute.**

THIS IS TO CERTIFY THAT

khalil naser

HAS BEEN FORMALLY EVALUATED FOR DEMONSTRATED EXPERIENCE, KNOWLEDGE AND PERFORMANCE
IN ACHIEVING AN ORGANIZATIONAL OBJECTIVE THROUGH DEFINING AND OVERSEEING PROJECTS AND
RESOURCES AND IS HEREBY BESTOWED THE GLOBAL CREDENTIAL

Project Management Professional (PMP)[®]

IN TESTIMONY WHEREOF, WE HAVE SUBSCRIBED OUR SIGNATURES UNDER THE SEAL OF THE INSTITUTE

Jennifer Sharp | Chair, Board of Directors



Mike DePrisco | Interim President & CEO

PMP[®] Number: 3253594

PMP[®] Original Grant Date: 01 June 2022

PMP[®] Expiration Date: 01 June 2025



The Association of Energy Engineers
certifies that

Khalil Ahmad Naser

*has completed the prescribed standards for certification,
has demonstrated a high level of competence and ethical fitness
for energy management, and is hereby granted the title of*

CERTIFIED ENERGY MANAGER®

Expiration Date:

December 31, 2023

97075



[Signature]
Chairman, International Certification Board

[Signature]
International Certification Director



**AMERICAN SOCIETY OF
PROFESSIONAL ENGINEERS**

Certificate of Achievement

This is to certify that

KHALIL AHMAD NASER

Has successfully completed the training course

Photovoltaic System professional

And has completed all necessary requirements, held by the American
Society of Professional Engineers Certified Instructor

Date of Participation

From April 01, 2020 to April 14, 2020

With all honors, rights and privileges appertaining under the rules and regulations
of the American Society of Professional Engineers

[Signature]

Walter Peter
Director of Continuing Education
And Professional Studies

Grade: Very Good
Certificate Serial No. **ACH/JOR/A1106DESC**

Issued on: April 24, 2020





CERTIFICATE OF ACHIEVEMENT

UNDER EQUITY COLLEGE-SPECIAL
ARBITRATION UNIT, LONDON, ENGLAND

PROUDLY PRESENTED TO

Khalil Ahmad Khalil Naser

HAS PASSED THE COURSE OF

**THE INTERNATIONAL COMMERCIAL
ARBITRATION DIPLOMA**



Exclusive Administrative Representative in Middle East

H. E. Medhat El-Banna



شهادة

تشهد
الهيئة الدولية للتحكيم

بأن السيد / خليل احمد خليل نصر

قد اجتاز
دبلومة التحكيم التجاري الدولي

التي اقيمت بجمهورية مصر العربية

في الفترة من ١٦ / ٨ / ٢٠٢٠ إلى ١٦ / ٩ / ٢٠٢٠



EXPERTS TRASKILL ACADEMY

E.T academy
Experts Traskill

Certificate Of Construction



THIS ACKNOWLEDGES THAT

Khalil Ahmad Khalil Naser

Has Successfully Completed The Requirements For

Cost Control Course

(Budgeting, Reports, Variations & Claims Principles)

Course: **For General Managers**



Code: **565826**

Instructor

Islam Thabit

Academic Manager

Ahmed Asmer



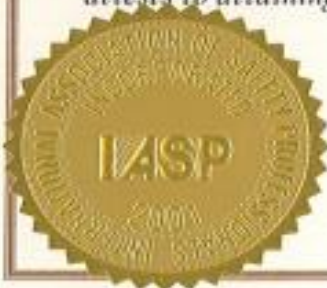
International Association of Safety Professionals

In recognition of the successful completion of the requisite course of study and by virtue of authority granted by The International Association of Safety Professionals hereby presents the

Occupational Safety and Health Supervisor Diploma

Certificate Awarded to
Khalil Ahmad Khalil Naser

In witness whereof this Certificate, signed by the International Association of Safety Professionals Certified Trainer and sealed with the corporate seal of The National Association of Safety Professionals, is granted. The Signatory below is solely responsible for the quality and content of said training, and attests to attaining certification appropriate to provide training from The International Association of Safety Professionals.



[Signature]

President, CEO

[Signature]

Executive Director

565826

Student ID

Dr. Yasser Shaban
CEO & CSM
ENGINEERING TRACKS

540845

Certified Trainer Signature

2021-08-04

Date



Value Methodology
Training Workshop, VMF-1



SAVE Int. Approval No.: 20040401-I

THIS CERTIFIES THAT

Khalil A Naser

Has successfully completed 32 hrs. qualified Workshop approved by
SAVE- INTERNATIONAL, USA.

Prof. Emad W. Shublaq, CVS-L, CPEng., F.SAVE, F.IEAust., F.ASCE, FAITD

Workshop Instructor CVS No. 20011006

Date of Workshop: 1, 2, 3, 4, 8, 9, 10, 11 November 2021
Sydney, Australia



ENGINEERING TRACKS



Certificate No: D8067-BDD0B



CERTIFICATE

THIS IS TO CERTIFY THAT

KHALIL AHMAD KHALIL NASER

Has attended and successfully completed all prescribed requirements of the course entitled

Understanding FIDIC's Standard Form of Contract

(20) Contact Hours from 10 October 2021 to 14 October 2021



Eng. Amr Talat Mohamed
Trainer PMP ID: 1699426



NASP



Registered Training Programme



Yasser Shaban
Eng. Yasser Shaban
CEO & Academic Supervisor

2020/05/28 م.

مشروع سكن أعضاء هيئة التدريب بمعهد الإدارة العامة بجدة

”شهادة“

بهذا نفيد نحن إدارة المشروع الاستشاري (سعود كونسلت) بأن المهندس / خليل نصر ، والذي يعمل لدي شركة الوريث للمقاولات كمدير لمشروع سكن أعضاء هيئة التدريب بمعهد الإدارة العامة بجدة (أبراج سكنية بنظام البلاطات اللاحقة الشد) منذ تاريخ 12/11/2018م وحتى الآن ، نفيد بأنه يتميز بالكفاءة والأمانة بعمله والتعاون مع جميع زملائه بالمشروع مع حُسن الأخلاق مع الجميع .

وقد تراعنا هذه الشهادة بناء على طلبه ودون أدنى مسؤولية تجاهنا أو تجاه الغير .

وتمنى له دوام التوفيق بحياته المهنية والعملية،،،،

مدير المشروع

