



ALAA ZIEDAN

Contracts Manager

Qualified in Master's Degree in Construction Law and Claim Resolution
(FCCM – MCIARB – MCIQB – PMP – CCP – LEED GA – PQP)
(SENIOR – LEVEL MANAGEMENT)

CONTACT

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Alaahz2005@yahoo.com

United Arab Emirates - Dubai

EDUCATION

- | | |
|------|--|
| 2015 | Master's Degree in Construction Law and Claim Resolution
British University in Dubai with Association with Kings College- UAE |
| 2004 | Bachelor's Degree in Civil Engineering
Applied Balqa University |

PROFILE

highly motivated with exceptional multi-tasking and organizational skills. Seeking a position as Head Of Contracts and Planning Division in a prestigious organization.

Highly focused and results-oriented office professional who successfully supports complex, deadline-driven operations. Committed to determining the optimal sequence of operations at workplace. Determined to thrive in a fast-paced dynamic environment.

Excelling at leading strategy and business development using in-depth knowledge of business requirements. Establishing clear objectives for team members and enforcing deadlines to keep projects on track through a hands on preventive contracts and planning guidance.




Certificates And Courses

- FIDIC Certified Contracts Manager (FCCM).
- MCIARB Certified as of 2017.
- PMP Certified since JAN 6, 2011 (Valid Certificate).
- CCP (Cost Certified Professional) As of DEC 2011c(Valid Certificate).
- LEED GA Certified.
- Estidama PQP Certified.
- Primavera P6 Expert Level.
- FIDIC RED BOOK Courses.
- Course in Primavera P3 Level 1 in Jordanian Society of Engineers.
- Quality and Material course TRAKHEES GREEN BOOK Accreditation.
- Member in Chartered Institute of Arbitrators (CIARB).
- Member in CIOB (Chartered Institute of Builders).
- Commitment to safety through the below:
 - One day safety leadership course.
 - One day risk assessment course.
 - Third party scaffold inspector certification.
 - One day environmental course.
 - One day safety awareness.
 - One day heat stress course.

IT & COMPUTER SKILLS

- Proficient in MS Office Package User i.e PowerPoint, Word and Excel.
- Familiar with most civil engineering software (Prokon, Stad and AutoCAD).
- Proficient in Primavera P6.

LANGUAGES

English	
Arabic	
Other	

PERSONAL INFORMATION

Date of Birth	JUNE 1982
Sex	Male
Religion	Islam
Marital Status	Married
Nationality	Jordanian
Place of Birth	UAE
Driving License	Valid UAE
Visa Status	Employment Visa

Areas of Expertise

Strategic Planning and Leadership	Productivity and Efficiency	Improvement project
Planning / Execution	Customer Satisfaction	Multi-Site Operations
Change Management Performance	Cross-Functional Team Leadership	Negotiation, persuasion and communication
Training and Leadership Development	Problem Solving	Decision Making

PROFESSIONAL EXPERIENCE

1. Contracts Manager

2018 TILL Dec 2021

United Engineering Construction – UAE - Dubai

- Administration of all contracts through close coordination with site team and client
- Pre contract review
- Subcontract agreement preparation, negotiation and conclusion.
- Preparation of all EOT Claims.
- Lead commercial team in all commercial meeting for the purpose of concluding project variations
- Lead Planning team in preparation of base line programs and EOT's.
- Preventive planning techniques through close coordination with site team.

2. Client Representative / Consultant

2012 - 2018

Command of Military Works / UAE Army

- Responsible for assessment of all contractual claims related to the projects within the designated Section.
- Lead Projects, Contractors and Consultants to full Successful Completion for Various Types of Projects (Airports, Hospitals, Marine Work, Typical structures ...Etc) .
- Tracking Multiple projects against its schedule, budget and against phase review objectives.
- Review and Approval of work programs and Schedules Submitted by Contractors and Tracking their Progress through the Duration of the Project Using Primavera P6 and Various Monitoring Tools.
- Prepare periodic management reports and presentations as assigned by Direct Line Manger.
- Review all type of material requests Approvals and shop drawings Review.

PROJECTS OUTLINE

- AED 4.2 Billion-dirham Deira Mall project
- AED 750-Million-dirham LULU avenue Mall project
- AED 1.2 Billion-dirham Nakheel Mall project
- Numerous villas projects
- Numerous high rise buildings projects
- 220 Bed Hospital with ancillary Buildings Valued at 500 Million AED
- Airport (Runway, Taxiway and supporting buildings on Airside/landside) Valued at 1,500,000,000
- Marine work Dredging and Reclamation valued at 200 Million AED
- Air Defense advanced facilities valued at 300 million AED
- Military school valued at 365 million AED
- Several multi-Purpose Buildings valued at AED 300 Million
- JAFZA Convention Centre Valued at AED 2,000,000,000
- Grand Millennium Hotel UP TO HANDOVER valued at AED 350,000,000
- Several residential 5 Story buildings.
- Military School valued at AED 265 Million.

DECLARATION

I hereby assure that the above information furnished by me is true & correct to the best of my knowledge. I hope that the above mentioned particulars will meet your requirements and if given a chance to prove myself, I assure you that I will do the best to fulfill company's objectives.

REFERENCES

Upon request

3. Senior Project Engineer

2007 – 2012

Al Habtoor Leighton Group (HLG)– UAE – Dubai

- Recommend new processes where needed for quality improvement, cost reduction and on-time delivery.
- Responsible for the recording and monitoring the project costs including raising invoices, agreeing variations in scope of services and monitoring third party costs.
- Assist in the preparation of the construction and environmental method statements and other documentation as required in the project planning conditions.
- Assist in the preparation and execution of tenders and specification for all contracts required for the construction of the project.
- Assist project managers and site staff in evaluating others designs and construction methods. Project Management Responsibility.
- In conjunction with a site staff, manage quality systems for the control of the onsite and offsite operations.
- Production of monthly progress reports monitoring progress against the agreed project program and the financial status of the respective sub-contracts.
- Administration of the payment evaluations and the issue of the respective payment certification.
- Responsible for coordinating, monitoring, providing guidance and direction to subordinates, including setting performance standards to members of a work group in order to accomplish tasks.

4. Project Engineer

2005 – 2007

Gulf Consult – KSA

- Design, tendering and supervision of site investigation contracts and archaeological investigations, including where appropriate geotechnical logging of trial pits.

5. Site Engineer

2004 – 2005

Abra Alshamal Contracting – Jordan

- Assist the Project team in the inspection and commissioning each of the respective elements of the Project to ensure compliance with the contract.
- Formulating reports concerning such areas as work progress, costs, and scheduling.