



NAZAR KHIDIR MOHAMED ETAELMNAS-PMP

- Sudan University of Science and Technology, May 2001
B.SC (HONORS) (2nd class degree division 2) In Civil Engineering ,Faculty of Engineering (May 2001)

Skills

- Excellence in FIDIC Contracts and all the required related with construction projects
- Proficient in procurement process, tendering and all requirement determination
- Managing of all contracts process and the special case likes claims of incremental costs also time extension auditing and the final Arbitrations' requirements
- Strong knowledge of all specification of construction methods related to all types of contracts and the legally requirement laws
- Experience in Project Management, PMO Consultancy and Commercial, Contract management, financial analysis, and in general most of international contracts types
- budgeting, and expense control.
- personal skill to communicating throw all level to make sense solution and the obligation related to all parties of contracts
- strong knowledge of NEBOSH methodology of safety and healthy requirements related to all parties

Professional & Certification

- Registered in the **Sudanese** Engineering Council, Engineering Registry No **11559**
- Registered in the **Saudi** Council of Engineers, Membership No **80812**
- Certified **Projects Management Professional (PMP)** since: **02 May 2017**
- PMP Number **2035502**
- Primavera (P6) Professional Engineers Riyadh **2017**
- RISK Management Course Developed Training Center **2023**
- NEBOSH IG1/IG2 Exam Number of register **00804986 (6)** December 2023 (waiting for certificate)

PERSONAL

- Name**
Nazar Khidir Mohamed Etaelmnan
- Address**
Kingdom Of Saudi Arabia
11421 RIYADH
- Phone number**
00966506614150
00966592247098
- Email**
nazarskhidir999@gmail.com
- Nationality**
Sudanese

INTERESTS

- Football is my favorites sports also reading books throw all aspects



WORK EXPERIENCE

- Dec 2022 - Dec 2023** **Contract Engineer**
Saudi Electrical Company (33kv,13kv), AFLAG
Responsibilities:
 - o **Contract Administration and Compliance:** Manage from the beginning to end contract administration process, from project kick-off to completion. Identify and establish the contract baseline, including terms and conditions, specifications, drawings, estimates, proposals, and schedules and Particular condition. Proactively identify and make risk assessment to eliminate or mitigate it and manage contract-related pending activities to ensure compliance.
 - o **with commitment to processes.** Management and Variations Establish and enforced change management methodologies for the portfolio of contracts. Identify and quantify changes, and make clear determinations to all contractor's variations including additional time and compensation in accordance with contract terms. Define approval requirements and effectively communicate changes to clients, ensuring proper documentation
 - o **Project Reporting and Performance:**
 - o collaborate with Project Managers and functional teams to prepare comprehensive monthly project reports. Provide updates on schedule status, procurement activities, cash flow, cost/value reconciliation, and maintain a risk and opportunity register to monitor project performance.
 - o **Risk Analysis and Mitigation:** Conduct thorough analysis of contract terms to identify potential opportunities and risks. Proactively highlight confusion, omissions, and conflicts in contracts. search of advice from legal teams to draft, negotiate, and finalizing agreements during the project execution phases, ensuring risk mitigation measures are taking along
 - o **Contracts & Commercial Management:** Take ownership of contract management and administration, ensuring compliance to best practices and

evaluation of tender commercial responses. Drive effective governance and compliance with internal procedures and legal requirements.

o **Final Account Management and Conflict Resolution:** Taking charge of the preparation, review, and settlement of final accounts with contractors. Act as the company's representative for contract matters with clients, resolving any contract disputes or conflict and facilitating timely resolutions to maintain positive relationships between parties through negotiations.

o **Oct 2020 - Oct 2022**

(Project Manager)

National Water Company, Jeddah

Responsibilities:

- o Managing and review all the projects' specifications related to my scope of work as mentioned on documents
- o Check and make sure that the work executed in accordance with the latest approved drawings
- o starting to closure. Identify and establish the contract baseline, including terms and conditions, specifications, drawings, estimates, proposals, and schedules. Proactively identify and make risk assessment and manage contract-related activities to ensure conformity.
- o Monitoring the Projects Progress and Performance carefully to ensure that all the engineering process according to the contract and resolving issues using interpersonal skills and other management skills and ensuring that projects activities is running smoothly without delaying.

o **Aug 2018 - Sep 2020**

Contract Engineer

Saudi Red Crescent Authority (Madinah Training Center, Madinah)

Responsibilities:

- o Prepare contractual letters, have them authorized by the Project Manager, and send them to the client, government entities, and other parties' subcontractors,
- o Review temporary Payment Applications, according to the Contract Conditions, review the invoice summary.
- o Ensure claim and variation identification, documentation, and submission.
- o Ensure documentation and preparedness for Dispute and conflict Review Boards and arbitration. Carry out adequate contract appreciation and verify that contractual terms.
- o Manage Main Contractors, including monitoring of progress; provide direct instruction and support as necessary so that contractual arrangements are achieved smoothly.
- o Review contractors work measurement in accurate methods
- o Issue Contract Completion Close-Out documentation, Change Orders, Certificate of Final Completion; participate in contract cost review and regular project progress meeting; assist with preparation of monthly contracts and project progress reports.
- o Systematically and efficiently, manage contract execution and analysis to maximize financial and operational performance while minimizing or omitting risks .
- o Responsible for delivering the project reports, including developing various report formats, dashboards, presentations and others, as required by the project team.
- o create project reports and distributes to project stakeholders.
- o Plans and coordinate with stakeholders as necessary to achieve project goals without delay
- o Review Contractor reports, provide constructive and solid comments for improvement, and enhance the report quality and presentation.
- o Supports Client Leaders with information needed to update the business partners to fulfill their need. And Responsible for managing the project reporting requirements achieve project objectives and as necessary only Coordinates project documentation governance compatible with company and client requirements. Ensures project data integrity and documentation is accurate, timely and coordinated

- o Managing all the Activities of the Projects Process According to Contracts Specification and legal requirements
- o Participation in Reviewing and Evaluation of the Prequalification of sub-contractors' documents to ensure it match the legal requirements
- o Manage sub-contractors, including monitoring of contractor progress; provide direct instruction and support as necessary such that contractual arrangements are meet.
- o Maintain quality records for all purchase orders, items, purchased costs, delivery, product performance and inventories.
- o Preparation of the Projects Payments after satisfied all the legal requirements documents

o **Nov 2011 - Jul 2015**

**Supervisor Engineer
Faculty of Education, DAMMAM**

Responsibilities:

- Managing and check of all Projects documents to ensuring that all Authorization document has been obtain before starting the Project
- o Review the contractual obligation of all involved parties continually to ensure that all terms and conditions are adhered to, and reported Irregularities to the contractors to correct the situation.
 - o Participate in Reviewing of tender documents (tender invitation, tender instruction, form of agreement, particular condition of contract, Bill of Quantities, Specifications, etc.....)
 - o Identify all the risks which may become issue later, and establish the risk strategies and be attention and keep watching of list risk register
 - o Review Payment, according of project activities & ensure the full professional implementation of the project contract
 - o Ensure claim and variation identification, documentation, and submission to solve legally
 - o Ensure that safe working practices and safety procedures fully implemented across the site/ project/ contract
 - o Arranged a baseline review workshop with the client to ensure schedule developed is clearly understood and accepted.
 - o Develop and present schedule management system for inclusion into the project management plan.
 - o Monitor all claims and variations from contractor and prepare status report
 - o Review progress measurement system for projects.
 - o Monitoring / update of project planning / progress measurement, preparation of regular reports for internal purposes and for top management.
 - o Ensure the full professional implementation of the project contract conditions. Monitor all claims and variations from contractor and prepare status report. Reviews change orders and carries out estimates and issues recommendations if needed.
 - o Maintain close monitoring of project activities & ensure the full professional implementation of the project contract
 - o Follow the quality standard throw the life cycle of the project Issues of corrective action, prevention action as needed in order to keep the project on track .

o **Jan 2008 - Aug 2011**

**Civil Site Engineer
ALTHAMARAT MULTIDUTIES COMPANY, Sudan-Khartoum**

Responsibilities:

- o Managing all Project activities from the keck of meeting to hand over andCompletion
- o Prepare the contracts documents, bill of Quantities, Specification, Methods of payments, etc.
- o Reviewing evaluation, the subcontractor's invoices before approved
- o Monitoring the specification of all sites work as per contract
- o Preparation of daily Progress report to the client
- o Take care about the Quality control and Safety measures of all Project activities to avoid any violation



REFERENCES

- National Water Company **Eng. Abdel WAHAB AL GAMEDI**
0555626371
- National Water Company **ASHRAF AL-ABBASI**
0569330449