

# Itehad Abdullah

Civil Engineer, Projects &  
Design Manager

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**Place - Year of birth:**  
Kuwait - 1972

**Nationality:**  
Jordanian

## **Professional Qualifications:**

- B. Sc. Civil Engineering  
Al Balqa` Applied  
University – Jordan, 1999
- Diploma Architectural  
Engineering  
Al Balqa` Applied  
University – Jordan, 1994
- Primary, Secondary &  
High School was in  
Kuwait 1988 – 1990.

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Riyadh – KSA

## **Objective:**

Is to be with a progressive a professional organization where I could contribute my expert Technical and Management experiences and skills.

## **General Personal Qualification:**

I'm a qualified civil engineer with over 15 years of experience in engineering, Design, Implementation and construction management and execution.

As such, I'm ready to be directly responsible to the Senior Projects Manager for the management of the supervision project placed under my control.

My general responsibilities include and not limited to (for each project):

- Planning and organizing all the manpower placed under my control, either using subcontractor's or our own manpower resources.
- Overseeing the contractor's planning, organization and execution of contracts.
- Monitoring contractor's progress on sites to achieve with implementation plans and KPI.
- Assuring correct interpretation and intent of the design, Civil, Elect. , Mechanical.
- Assuring that all contractor's submittals are reviewed and checked in a timely manner.
- Ensuring safety procedures are followed.
- Hold regular progress meetings with contractor's, client's representatives.
- Assuring that contractor's interim certificate is checked and verify that against implemented work.
- Process contractor's claims. Following the contract payment terms and conditions.
- Prepare and presents monthly reports to the Clients and Company.
- Assist the Company / Clients in any negotiation related to the projects.
- Assist the Company / Clients in the final acceptance of the handing over of the projects along with commissioning and performing all types/kinds of testing Acceptance mandatory required for GSM & OSP up to HO the project to the O&M department.
- Assure all final project documents such as as-built drawings, PAT documents, maintenance and operation manuals are reviewed and transferred to the Clients.
- Inspects, approves, and accepts completed projects for the institution, ensuring conformance with institutional standards, life safety codes, and engineering specifications.
- Represent the institution in business with customers, consultants, contractors, and other public and/or private agencies and organizations.
- Researches and prepares various reports and required documents pertaining to operations, equipment, policies, procedures, and/or other issues, as appropriate.
- Perform technical detailed Investigations about any problems, structural failures, Damages, ...etc. and prepare the technical detailed reports with supporting evidences in order to avoid such cases be happened again.
- Managing of all GSM Design section activities, Survey, Geotechnical soil test, Architectural, Structural , Electrical and Electromechanical following the client's needs, requirements, specifications and standards.
- Setting standards for quality as well as health and safety.
- Making suggestions for changes and improvements and how to implement them
- Using relevant quality tools and making sure managers and other staff understand how to improve the business
- Ensuring tests and procedures are properly understood, carried out and evaluated and that product modifications are investigated if necessary
- Collating and analyzing performance data against defined parameters
- Writing technical and management system reports
- Supervising the program of continual improvement to services.
- Ensure that all projects are delivered on-time, within scope and within budget
- lead the planning and implementation of project.
- provide direction and support to project team.
- quality assurance
- Assist in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Ensure resource availability and allocation
- Develop a 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

- Successfully 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
- Determines project schedule by studying project plan and specifications; calculating time requirements; sequencing project elements.
- Maintains project schedule by monitoring project progress; coordinating activities; resolving problems.
- Controls project plan by reviewing design, specifications, and plan and schedule changes; recommending actions.
- Prepares project status reports by collecting, analyzing, and summarizing information and trends; recommending actions.
- Maintains safe and clean working environment by enforcing procedures, rules, and regulations.
- Contributes to team effort by accomplishing related results as needed.
- Distinguish when to use sound judgment to by-pass processes when making difficult decisions.
- Develop skills to manage project team member conflict if any while not having direct authority over them.
- Develop techniques for maintaining project focus under extreme pressure.
- Apply skills for leading project meetings amid conflicts, maintaining project focus.
- Apply multiple techniques for handling disgruntled team members.
- Use multiple problem solving techniques to keep the project running.
- Identify ways to create a physical and emotional environment to enable project team motivation.
- Develop leadership skills for influencing and gaining support from executive management.

**Professional Experience includes:**

**2002 -Present First Telecom Industries & Contracting Co., Riyadh - Projects & Design Manager.**

\* Managing all activities related to FTI Civil projects & GSM department, Civil, Electrical , Electromechanical, Telecom, Design...etc. Execution and implementation activities at different locations in KSA (Cities, Villages, Urban, Islands, Offshore,...etc.) following up close out and HO the projects in all respects.

\* Executed of many of STC GSM main and Expansion projects such as E5, E6, 3G, Roads & Villages C&I, C2007,C8,C9,C10,C11,C12,C13,C13MBB, all Dismantling projects with all its phases D7,D9,D11,D13 and ongoing D14, STC Optimization projects, Ongoing STC projects with vendors FTK - LTE 4G3,4G4 and other operators also like Mobily (L+0,6,7,8,9,10) & Zain.

\* Managing all activities related to Site Acquisition department from selecting the nominees, negotiation with owners, preparing site search reports (ISR/SSR), sign lease agreement, sign contract, issuing Baladiyah and related government Permits, follow up with RF /Transmission engineers for SAF& TCC,...etc.

\* Managing FTI design section with all related detailed design required (FDED) for GSM sites (2G,3G,LTE / 4G,..etc), Exchange Buildings sites, Data centers, OSP project...etc. following STC, Mobily, Zain,... Standards, Generics, Specifications and Requirements.

\* Managing and preparing generic approvals for any kind or type of new products such as towers, monopoles, All type of antenna mounts, camouflage towers, COW sites, GRD,RDU, RDS, Easy to mobilize towers, etc. with full details with supported structural calculation reports using structural softwares (PROKON,STAAD,GUYMAST,...etc) required for submitting to client for type approval.

\* Managing and controlling of projects budget and following the HO process and procedures until issuing Final Acceptance Certificates (FAC) & releasing the Bank Guarantee.

\* Managing of all FTI private projects. For different Clients: MOI, ARAMCO,KAUST, Petro Rabigh, Military Bases, SCECO, STC, Mobily, Zain, BRAVO, Ericsson, Huawei, Motorola, NSN, ZTE & Private..

**2001-2002 Al Faisal Contracting Co., Palestine - Construction Manager**

Responsibilities included Implementation and Execution of civil & structural works following Design until HO the projects to the clients.

Projects: Hospitals, Schools, Roads, Buildings, Water, Sewage,...

Clients: UNDP , PECJAR, Municipalities, Private.

**2000-2001 Abaza Center For Engineering Studies and Laboratories., Palestine.**

**Director**

Responsibilities included managing the center with all its related activities such as

Consultations, Studies, Soil test , All type of testing & Design for Concrete, Asphalt, Raw materials..., Evaluation of existing structures, Rehabilitation, QC/QA for ongoing projects.

**1999-2000 Nablus Crushers & Contracting Co., Palestine**

**Resident & QC/QA Engineer**

Responsibilities included Implementation and Execution of civil projects (Roads, Water, Sewage, Buildings...) adding to that worked as QC/QA Engineer.

**1994-1999 Khaled Al Khaledi Engineering Consultants., Jordan**

**Field & Design Engineer**

Responsibilities included Supervision, Designing & site engineer.

After Architectural Diploma & During my studying in the university.

**Selected Experiences:**

- Managing, Controlling and Monitoring all Implementation and Execution Activities (Time, Cost, Quality, Human Resources, Communications, Procurements, Budgeting, Banking Facilities and Cash Flow) up to Closeout and HO the projects.
- Managing the Design Activities related, such as Topographical, Plans, Elevations, Advance drawings, Shop drawings, As built drawings...
- Familiar with types and quality of materials (Concrete, Asphalt, Wood, Backfilling, Steel, Soil, Finishing, Additives Materials ...ets) with all related Lab Tests.
- Review of the technical information, bids pricing and evaluation, Preparing (BOQ) and Contracts/agreements with the Sub- Contractors or Suppliers.
- Familiar with many kinds of projects: Schools, Buildings, Villas, Tunnels, Telecommunication Projects, Roads, Bridges, Power (Overhead, Underground, Generators, Solar, DC/AC Currents), Electrical/Electromechanical, Rehabilitation and Maintenance of the mentioned projects.

**Other Qualification, Skills, Courses & Competencies:**

- Certified Arbitrator from GCC Commercial Arbitration Center – Bahrain
    - Certificate in International Engineering Contracts.
    - Certificate in Arbitration in Engineering Contracts.
    - Certificate in Disputes of International works Contracts.
  - IELTS Certificate with 5.5 overall score.
  - Advanced English course Certificate from British Council.
  - IQA Certificate –International Qualifications Assessments – New Zealand.
  - Project Management Professional Certificate.
  - Jordan Engineers Association Membership Certificate with ID card.
  - Saudi Council Of Engineers Membership Certificate with ID Card.
  - Appreciation Certificates & letters from STC, Ericsson & Huawei Co.
  - Attendance of many Engineering Conferences & Seminars.
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