**Personal Information**

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| Mohamed Alhamar |

Name: Mohamed Ebrahim Alhamar

Date of Birth: 5th March 1979

Nationality: Bahraini

Marital Status: Married

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Address: House 929, Road 5424, Qalali 254- Kingdom of Bahrain

**Career Objectives:**

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To succeed in an environment of growth and excellence and earn an opportunity which provides me job satisfaction and self-development and help me achieve personal as well as organizational goals.

**Experience:**

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**Electricity & Water Authority, Purchasing & Supply Directorate**

**June 2015- Present Head, Purchase Planning**

* Supervise Purchase Planning Group in the planning, directing and monitoring of prequalification operations, including prequalification & re-prequalification and trial order plans, training and evaluating of staff and addressing performance issues.
* Manage the prequalification, re-prequalification and approval process of sources while adhering to relevant policies, laws and regulation set by EWA and Tender Boards.
* Work closely with User Directorates to develop prequalification and Re-prequalification plans for items used in EWA’s Network to ensure that a sufficient number of prequalified sources are available for every item used.
* Work closely with User Directorates to develop and prepare prequalification & re-prequalification invitation which include the development of prequalification documents, vendors’ evaluation criteria, and newspapers advertisements.
* Ensure that prequalification invitation are uploaded and advertised for in Tender Board’s E-Tendering system.
* Oversee the review of Purchase Planning Group staff to User Directorates prequalification recommendation to ensure that it meets the required specifications and are in line with laws and regulation of both EWA & Tender Board.
* Work closely with User Directorates to develop and implement trial order plans for prequalified items.
* Oversee the implementation of prequalification, re-prequalification and a trial order plans, monitor their progress and report regularly to management.
* Communicate the result of prequalification & re-prequalification and approval process to EWA’s Management and Tender Board.
* Maintain an updated list of prequalified and approved sources.
* Maintain positive relationship with local and international vendors, manufacturers and contractors.

**Electricity & Water Authority, Purchasing & Supply Directorate**

**May 2013- June 2015 Senior General Engineer**

* Assist User Directorates in the implementation of prequalification and re-prequalification plans.
* Review prequalification and re-prequalification documents to ensure that they are meeting the required specifications and in-line with relevant policies, procedures and operational standards.
* Uploaded prequalification invitation documents to Tender Board’s E-Tendering system.
* Receive vendors’ prequalification documents, carryout financial evaluation and ensure all technical prequalification documents are forwarded to User Directorates.
* Review User Directorates prequalification recommendation to ensure that the recommendation are in accordance with the required specification, EWA’s prequalification procedures and are in-line with Tender Board’s laws and regulations.
* Participate in the development of Contractors’ prequalification assessment guide and works rates.
* Participate in the assessment visits to contractors and draft assessment visit report.

**Bahrain Polytechnic , Quality, Measurement, Analysis & Planning**

**August 2011- April 2013 Corporate Quality Specialist**

* Provides support to the manager of quality in the management of general quality systems throughout the institution.
* Participate in audit, review and evaluation projects as required.
* Develop and review the QMS on an on-going projects basis to align with external requirements, internal standards, strategic planning and new initiatives.
* Provides training and support to staff and students to support implementation of the QMS and quality assurance requirements.
* Provide accurate advice and support in the implementation of institutional regulations, policies and procedures.
* Assist with the development of quality strategies, systems and procedures across the polytechnic.
* Ensure that quality assurance activities including audits, reviews, best practice and continual improvement are accurately undertaken, recorded and monitored.
* Provide input and feedback to the support and development of an on-going excellence culture.

**Bahrain Polytechnic , Curriculum Development Department**

**August 2010- August 2011 Corporate Quality Specialist**

**Electricity & Water Authority, Project Directorate**

**July 2009- July 2010 Mechanical Engineer**

**Ministry of Education, Technical & Vocational Education**

**September 2008- June 2009 Educational Specialist**

**Ministry of Education, Technical & Vocational Education**

**September 2005- September 2007 Head, Technical Drawing Section**

**Ministry of Education, Technical & Vocational Education**

**September 2001- September 2005 Instructor**

**Qualification:**

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**University of Northumbria at Newcastle, UK**

* (2007-2008) Master of Science With Commendation in **Project Management.**

**Napier University - Edinburgh, UK**

* (2000-2001) Bachelor of Engineering in **Mechanical Engineering**

**James Watt College - Greenock, UK**

* (1997-2000) Higher National Diploma in **Mechanical Engineering**

**Training Conducted:**

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* (2006) Integration of ICT Technologies in Technical & Vocational Education.
* (2007) 3D Mechanical Design & Simulation.
* (2007) Technical Drawing using AutoCAD (Sponsored by Ministry of Labour).
* (2011) Process Mapping
* (2012) Value Analysis

**Training & Seminars Attended:**

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* (2015) Action Plan for Managers.
* (2014) Strategic Cost Management.
* (2013) 1st Energy Management Conference & Exhibition
* (2010) Education Project 2010
* (2010) 18th GCC-Japan Environmental Symposium.
* (2010) 2nd International Conference on Nuclear Technologies.
* (2010) 13th Middle East Corrosion Conference & Exhibition.
* (2009) UNESCO-Bahrain Project Second Phase Conference.
* (2007) UNESCO-Bahrain Project in Support of Curriculum Development.

**Technical Skills:**

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* **Process Mapping, Design & Analysis.**
* **3D Mechanical Design**
* **Presentation Skills.**
* **Teaching, Mentoring & Coaching.**

**Languages Skills:**

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* **Arabic.**
* **English.**

**ICT Skills:**

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* **MS Office**
* **MS SharePoint.**
* **SAP.**
* **SPSS.**
* **AutoCAD.**
* **Autodesk Inventor.**
* **Solidworks**

**Interests:**

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* **Sports**
* **Reading History.**