

# ENG. ALYAA MOMEN - MBA, PMP, LSSGB

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ENG.ALYAA.MOMEN@GMAIL.COM

Building on 15+ years of experience in mega-, medium- and small-scale construction projects in Oman, UAE & Egypt at local & multinational organizations, and drawing on several academic and professional certifications in the intersecting areas of construction law and management, I provide freelance consultancy services for individuals and SMEs in the management of business, contracts, projects, risk and quality.

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## EDUCATION

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**MASTER OF BUSINESS ADMINISTRATION** | ARAB ACADEMY FOR SCIENCE & TECHNOLOGY AND  
MARITIME TRANSPORT

**JULY 2020**

Majored in Strategic Management. CGPA: 3.69/4.00

**CONTRACTS TRANSLATION DIPLOMA (ENG-AR)** | AMERICAN UNIVERSITY IN CAIRO (AUC)

**2018**

**DIPLOMA IN ARBITRATION OF CONSTRUCTION CONTRACTS** | ARABIC ARBITRATION CENTRE AND  
FACULTY OF LAW, ASSUIT UNIVERSITY

**FEBRUARY 2010**

Grade: Excellent

**BACHELOR'S IN CIVIL ENGINEERING** | AIN SHAMS UNIVERSITY

**AUGUST 2007**

Capstone Project: Design of a wastewater treatment plant (WWTP)

(Grade: Excellent)

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## PROFESSIONAL LICENCES AND QUALIFICATIONS

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**PROJECT MANAGEMENT PROFESSIONAL (PMP)** | THE PROJECT MANAGEMENT INSTITUTE (PMI)

**JULY 2016**

PMI ID # 3254023

**LEAN SIX SIGMA GREEN BELT (LSSGB)** | INTERNATIONAL QUALITY FEDERATION (IQF)

**NOVEMBER 2018**

Certificate ID # AM12968GB

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## WORK HISTORY

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**PMP INSTRUCTOR** | PROGRESS CONSULT ACADEMY

**JUNE 2019 – PRESENT**

**HEAD OF ENGINEERING DEPT.** | EGYPTIANS FOR HEALTH CARE SERVICES

**JUNE 2018 – OCTOBER 2019**

Project: Development of Capital Med Medical City, Badr City, Cairo – Suez road, Phase (1-A) budget exceeding \$1500M

**OPERATION MANAGER & CONSTRUCTION DISPUTE SPECIALIST** | RAHIMA AL KHAROUSI & MONA AMER LAWYERS & LEGAL CONSULTANTS, MUSCAT, SULTANATE OF OMAN

**SEPTEMBER 2017 – FEBRUARY 2018**

**RESIDENT ENGINEER & PROJECT ENGINEER** | GOLDEN TRIANGLE ENGINEERING CONSULTANCY, MUSCAT, SULTANATE OF OMAN

**DECEMBER 2012 – SEPTEMBER 2017**

Highlighted Project: Supervised the construction of 3 ancillary buildings of Muscat Int'l Airport, commissioned by the Omani Ministry of Transportation & Telecommunication with a budget of 27.7 Million USD.

**TECHNICAL OFFICE ENGINEER** | GOLDEN TRIANGLE ENGINEERING CONSULTANCY, MUSCAT, SULTANATE OF OMAN

**DECEMBER 2012 – SEPTEMBER 2017**

I was responsible for preparing all the tenders' documents whether the firm is participating or as per individual clients' requests, reviewing all the produced drawings by design team before submission to authorities, preparing and reviewing agreements and contracts, liaising with clients & contractors for negotiations, as well as problem-solving or resolving disputes, evaluating all contractors submissions & bids and coordinating between departments before and during construction period.

**RESIDENT ENGINEER & ASSISTANT PROJECT MANAGER** | GOLDEN TRIANGLE ENGINEERING CONSULTANCY, MUSCAT, SULTANATE OF OMAN

**MARCH 2013 – MAY 2015**

Highlighted Project: Development of the Military Commercial Complex (MCC) for Ministry Of Defense at Mawaleh, Muscat with budget of 12 million Omani Rials (31,200,000 USD).

My responsibilities included:

- Monitoring the main contractor's activities, project overall progress and time schedule
- Inspecting surveying works, enforcing quality control, and approving subcontractors and suppliers
- Revising contract documents, approving shop drawings submitted by the contractor, revising construction program, reviewing all kind of variations & additional works
- Preparing the meeting agendas and MOM for all kinds of meetings, in addition to managing the meetings, resolving disputes and any issues rising during the execution of the project with regards to contract clauses, managing and controlling the main contractor's team, assessing EOT for the project and reporting directly to the Ministry of Defence – General Secretary office

- Supervising several medium & small projects with regular visits
- Preparing tender submissions (technical & financial) as a Consultant as well as preparing the tenders for contractors' bidding and evaluating the submittals to rank the contractors.

## **QUANTITY SURVEYING & PROCUREMENT ENGINEER | TARGET LLC, MUSCAT, SULTANATE OF OMAN**

**APRIL 2010 – OCTOBER 2012**

I was responsible for calculating quantities for all types of materials required for the project from Tender Drawings, Preparing Tender Documents and rating for BOQs, analysing and calculating cost of items, contacting the suppliers & subcontracts to prepare enquiries for the tenders, following up the prices of the materials at the market, preparing the Material Enquiry Status Report for each Tender, comparing prices & material qualities of the suppliers offers'.

## **OFFICE ENGINEER | TARGET LLC, MUSCAT, SULTANATE OF OMAN**

**FEBRUARY 2010 – APRIL 2010**

Highlighted Project: Additional Ground Reservoir + Elevated Tank & 10km pipeline at Wadi Kabir, Muscat, Oman with total budget 5 million OMR (13,000,000 USD)

My responsibilities included monitoring of project budget & project overall progress, reporting directly to the Project Manager and assisting him in all paperwork.

## **CIVIL SITE ENGINEER | OGER ABU DHABI (SAUDI OGER GROUP), ABU DHABI, UAE**

**MAY 2008 – DECEMBER 2009**

- Highlighted Project: Abu Dhabi Financial Center (ADFC), Al Suwwah Island, Abu Dhabi with total budget of 6 Billion AED (1,560,000,000 USD).

I was involved in the project planning, supervision and progress monitoring of construction subcontracts, submitting the weekly progress report to the Project Manager, calculating the contractor's progress rate in order to prepare the ahead/behind schedule & the accelerating rate, coordinating between the subcontracts and the company's internal departments, review of contractor's planning & programming submissions, monitoring the procurement tracking & delivery of material to site.

- Highlighted Project: Al Suwwah Island Dredging & Reclamation Project from May 2008- Sep. 2009 with total budget 650 million AED (169,000,000 USD), handed over on time.

My responsibilities in this project included monitoring all the subcontracts weekly progress, preparing daily & weekly reports submitted directly to the consultant & the client, calculating dredged & reclaimed material using AutoCAD Civil 3D (Quantity Surveying), monitoring soil investigation work & soil improvement work, preparing the Hand Over reports & drawings, calculating the contractor's rate and actual gain/loss days for the entire project and comparing it with the Overall Schedule.

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## **RELEVANT COURSES**

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- 1/2014: Mini-MBA Diploma, Swiss e-Learning Institute, Switzerland
- 2/2015: Project Management Course (36 hours) as per PMBOK guide 5th Edition, Franklin University, MCBS Branch
- 9/2015: Project Management Course (40 hours), Progress Academy UK
- 12/2015: Specialized course in Arbitration of Oil & Gas disputes and formulation of contracts, The Int'l Arbitration Center and Faculty of Law - Ain Shams University
- 2016: Risk Management Professional course (30 hours), The Project Management Institute (PMI)

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## SKILLS

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- Familiar with Word, Excel, Power Point, MS Project, and Outlook.
- Proficient in operation and project planning, monitoring and controlling
- Site Supervision and Consultancy
- Construction Dispute Analysis & Resolution
- Contracts Management, Drafting, Translation & Negotiation
- Strategic Planning
- Proficient in time and resource management
- Familiar with work at fields, workshops and sites
- Capable of coping with highly stressful and critical situations
- Hard worker, cooperative, motivator, team leader, and good listener
- Excellent negotiation and dispute resolution abilities

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## LANGUAGES

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- English: Excellent command of the four monolingual skills
- Arabic: Native speaker

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## MISCELLANEOUS PROFESSIONAL ACTIVITIES

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- Provided technical support to the arbitration tribunal in several arbitration cases in Oman from 2011 till 2017, as well as occasionally acting as the Secretary of the Arbitration Tribunal
- Attended the 2<sup>nd</sup> seminar for Arbitration in Oil & Gas Disputes by Arab Union for Int'l Arbitration and Int'l Arbitration Center, December 2015
- Participated in "Doing Business 2020 & 2021" survey of World Bank Group

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## INTERESTS

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When I'm not at work, I enjoy reading, swimming, horse-riding, social gatherings and networking.

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## REFERENCES

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*References available upon request.*