

Curriculum Vita

Hazem M. Yassin

QA/QC, Corporate Governance and Compliance Professional

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➤ Qualification and Professional Certificates

- Approved Quality Assurance Manager – [Saudi Aramco - SAP# 70009452](#)
- IRCA Certified Lead Auditor – ISO 9001
- ERM – Certificate in Enterprise Risk Management
- Project Risk Assessment & Management
- Project Management Professional (PMP) [Prep.](#)
- Crestcom Bullet Proof Manager
- Total Quality Management & Quality Management Systems - Post Graduate Diploma - AUC
- Certified Balanced Scorecard Professional (BSP)
- Certified Process Manager – CPM
- Primavera Contract Management – PCM Rel. 12
- Basic Project Management – Course Pg25
- CIA – Certified Internal Auditor [exam review course](#)

➤ Major Achievements: -

- Re-structuring first class construction organization in KSA which results in improving the corporate operational and financial performance and increase its effectiveness and efficiency.
- Establish & develop quality management system including (Quality Policy, Quality Manual, Procedures, Work Instructions, flow charts and forms) and successfully certified the organization according to ISO 9001 certification for 5 organizations in Construction, Real estate, Properties & Assets Management, Pre-cast / Pre-stressed concrete and telecommunication industries.
- Successfully complete and handover Corporate Human Resource Development Center Project (CHRDC) – Leadership Center - Ras Tanura Eastern Province - KSA. - Saudi Aramco Project – Contract # 6600020383 – B.I. No.; 10-00322 – Quality Assurance and Vendor Requirements to Saudi Aramco VID.
- Participate in forming and improving corporate governance structure and implement performance management system using Balanced Scorecard methodology.
- Establish new quality department for 5 organizations in construction & real estate development business line
- Develop enterprise risk framework and lead risk assessment process for real estate and properties management business line.
- Establish and manage a new Internal Audit function and framework for leading real estate development organization in Saudi Arabia – *PWC methodology*.
- Develop organizational self-assessment of implementation of management principles (RADAR Chart) according to BS ISO 10014, Quality Management – Guidelines for realizing financial and economic benefits for one organization.

➤ Summary & Career Objectives: -

Successful Quality Professional with extensive experience, knowledge, skills and talent, has more than twenty years' of experience in QA/QC, ISO 9001, 14001, 45001, 26000, 19011, 10014 & 31000 and International Standards for Professional Practice of Internal Auditing, Corporate Governance, Compliance, Risk Management, Performance Management, Process Management, KPI's, Balanced Scorecard, and Training related to Real-estate, Construction, Engineering and Communication industries covering all aspects of EPC, Production, properties management and real estate development.

Aims to play a key role in the organization to provide, improve and support the business line and achieve the organization strategic objectives and targets related to Quality Management system, Internal Audit and continuous improvement, including developing and applying the most advanced quality techniques, Compliance, Corporate Governance frame work and performance management system.

Experience

From: Jan. 2022
To: Current

Arail Constructions and Industrial Co. – Riyadh - Kingdom of Saudi Arabia (KSA).

Corporate Governance, QA/QC & Compliance Director

Responsibilities Including: -

- ▶ Set QA compliance objectives and ensure that all targets are achieved within all departments.
- ▶ Ensure compliance with national and international quality standards and legislation across the company departments.
- ▶ Ensure that world class quality standards and methodologies (ISO, TQM, Six Sigma, Continuous Improvement, etc...) are applied across the company departments.
- ▶ Utilize the latest advanced management techniques ISO (International Standards Organization) and TQM (Total Quality Management) and apply them across the company.
- ▶ Planning proactive activities for maintaining the applicable quality management system and improve it continuously.
- ▶ Provide advisory on quality standards and quality management strategies to all operations depts.
- ▶ Manage and review the process of Implementing and maintaining QA/QC system on site.
- ▶ Review QA/QC projects team performance to ensure timely quality monitoring, control and remedial actions are taken efficiently.
- ▶ Analyze site quality reports to ensure a QA/QC service provided is abreast of industry trends and best practices.
- ▶ Review Project Quality Index (PQI) for each sub-contractor which includes documentation, material and construction quality aspects, and direct the QA/QC team for improving the sub-contractors' quality performance on site to reach the required level of precision.
- ▶ Review quality performance data and charts against defined parameters and recommend the best course of action as needed to the organization.
- ▶ Ensures QA/QC technical conformance and standards are understood, maintained, and aligned across the Business Management system (BMS).
- ▶ Provides mentorship to QA/QC personnel lead to ensure that QA plans are consistent with all aspects of the BMS.
- ▶ Collaborate with Quality leads to ensure comprehensive Quality Assurance plans are developed and implemented including the execution of the appropriate health checks during the entire project lifecycle.
- ▶ Act as custodian of all corporate policies & procedures manuals, ensure they are properly understood, carried out and implemented across the company, and ensure all modifications are communicated and addressed to concerned parties.
- ▶ Provide advice, guidance, direction, and authorization to department personnel to carry out major plans and procedures, consistent with established policies.
- ▶ Conduct and drive actions from management reviews and non-conformance.
- ▶ Supervise the execution of corporate governance system throughout the company and improve the governance implementation to match best practice and leading organization and adhere to Ministry of Commerce (MoC) governance regulations.
- ▶ Oversee the development and implementation of a Performance Management System to measure the organization's performance using the Balanced Scorecard methodology.
- ▶ Manage the process of data collection for each performance measure and the reporting on Key

	<p>Performance Indicators (KPI's) and the Balanced Scorecard.</p> <ul style="list-style-type: none"> ▶ Provide guidance and orientation for Department Directors to use the Balanced Scorecard framework (setting targets, defining initiatives, and measuring performance) ▶ Oversee the implementation of awareness sessions for management and staff to enhance their awareness of the QMS and Performance Management System and how it applies to appraisals and their performance. ▶ Identify key risk areas, monitor and action regional metrics, and track problems for compliance. ▶ Preparing Monthly Quality Management Report to the Top Management on the performance of the QMS and to suggest required improvements. This report includes statistical data analysis, implementation of corrective / preventive action, customer feedback / complaints.
From: May 2019 To: Dec., 2021	<p>AZAD Properties company – Jeddah - Kingdom of Saudi Arabia (KSA). <u>Quality Assurance Manager</u></p>
From: May 2018 To: May 2019	<p>RANCO & Zamil Concrete Industries – (RNZ) – Riyadh - Kingdom of Saudi Arabia (KSA). <u>Quality Assurance Head & QMR</u></p>
From: Jan. 2017 To: Mar. 2018	<p>Ewaan Global Residential Company – (EGRC) - Jeddah - Kingdom of Saudi Arabia (KSA). <u>Quality Assurance Director</u></p>
From: Jan. 2014 To: Dec. 2016	<p>Ewaan Global Residential Company – (EGRC) - Jeddah - Kingdom of Saudi Arabia (KSA). <u>Internal Audit and Compliance Manager</u> – (Audit Committee secretary)</p>
From: Aug. 2010 To: Dec. 2013	<p>Ewaan Global Residential Company – (EGRC) - Jeddah - Kingdom of Saudi Arabia (KSA). <u>Corporate Quality Assurance Manager</u></p>
From: Sep. 2008 To: Aug. 2010	<p>ATCO –Abd El-Rahman Ali Al-Turki Group - Kingdom of Saudi Arabia (KSA). Corporate Human Resource Development Center Project (CHRDC) –Leadership Center - Ras Tanura Eastern Province - KSA. - Saudi Aramco Project – Contract # 6600020383 – B.I. No.; 10-00322 <u>Project Quality Assurance Manager – "SAP # (70009452)"</u></p>
From: Jul. 2005 To: Sep. 2008	<p>AIKan Networks – (Alkan Group) – Cairo - Egypt <u>Senior Quality Assurance</u></p>
From: Nov. 2003 To: Jun 2005	<p>Contrack International Inc. (CII)– JV Orascom Construction and Industries (OCI) – COE – Kabul / Kandahar – Afghanistan <u>Quality / Submittal Coordinator</u></p>
From: Jul. 1998 To: Jul. 2003	<p>Arabian International Construction (AIC) – Cairo - Egypt <u>Quality Assurance Specialist</u></p>

Educational Background	
Degree	: Bachelor of Commerce – Major: Accounting – Cairo University - May 1997
Post graduate Degree (1)	: Financial and Investments post graduate diploma – Ain Shams University – May 2000
Post graduate Degree (2)	: Diploma in Total Quality Management and Quality Management Systems with emphasize on; (Six Sigma, ISO 9000 & ISO 14000 & Malcolm Baldrige Award) – American University in Cairo - (AUC) - (From Jan. 2007 to Jan. 2008) - Total Credit Hours (144) Diploma Programs including the followings programs. <ol style="list-style-type: none"> 1. Basic Six Sigma Breakthrough Improvement Process (BSSBIP) 2. Statistical Quality Control (SQC) 3. Planning for Top Quality (PTQ). 4. Standards for Quality and Environmental Management & Malcolm Baldrige Award (QMS, EMS & MB Award). 5. Managing the Quality Functions (MQF). 6. Project Management (PM).
Computer Skills	
	: Excellent Knowledge of MS Office (Word – Excel – Power Point – Access – MS Project – Visio)
	: Oracle & Yardi Application Systems
Language	
Arabic	: Excellent (Read, Write and Communicate) – Mother Tongue
English	: Excellent (Read, Write and Communicate)
Competences & Skills	
	: ISO & TQM oriented
	: Managerial and Supervision skills.
	: Organizing, Leading & time management.
	: Analytical Ability
	: Initiative, Problem-Solving, Decision-Making Skills & Risk Management
	: Soft Skills (Presentation & communication skills)
Personal Data	
Date of Birth	: 08/08/1975
Nationality	: Egyptian
Marital Status	: Married with three children