

C.V.

Name : Sahar Mohamedelbashir Hasan Ahmed
Nationality : Sudanese
Date of Birth : 01/09/1982
Marital Status : Single
Job Title : Project Manager / Business Analyst
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LANGUAGES

- Proficient in Arabic and English.

STRENGTHS

- Excellent knowledge and practical skills in Project Management.
- Excellent knowledge and practical skills in Business Analysis.
- Good knowledge in Marketing.
- Excellent knowledge and practical skills in Business Process Modeling & Improvement.
- Excellent knowledge in Application Systems Acquisition Process.

EDUCATION

- (M.SC) MBA. Sudan International University – Marketing Management – November 2018 with Distinction.
- Bachelor of Science (B.SC.) In Geology from University of Khartoum – September 2006 .

TRAINING

- Online Course Scrum Master December 2018.
- Introduction to Quality Systems, WNB In-house training, 4 - 6 Feb 2017.
- EFQM\BQF Assessor Preparatory Training, WNB In-house training, 22 – 24 Jan 2017.
- PMI-BPA Business Analysis Preparation Course, 11-15 Dec 2016.
- PMI-PMP Preparation Course, 24 Aug – 6 Sep 2016.
- In-house training – Khotawat Consultancy – “Organizational Structure Concepts, Decision Making, Communications, Time Management and Report writing”, 28 Mar -8 Apr 2014.
- Job description
- In-house training – Khotawat Consultancy – Introduction to Project Management, 1-6 Mar 2014.
- In-house training – Khotawat Consultancy – Business Analysis Overview (CBAP) – 9-13 Feb 2014.

- 11th NOV 2009 -1st Jan 2012: Sudapet Co. Ltd., Department of Exploration and production.
- Two months training period at petroleum data center (SEP-OCT2009)
- CNLC Operation and Geosciences Training (DEC 2006).

CERTIFICATIONS

- SFC (Scrum Fundamentals Certified) Certified July 2019
- PMI – PBA (Professional in Business Analysis) Certified Jun 2018
- PMP (Project Management Professional) Certified Jan 2018

WORK EXPERIENCE

Khotawat Consultancy:

- **Business Development Manager** - October 2019 – To Date.
- **Assistant PMO (Project Management Office)** – February 2018 – October 2019.
- **Project Manager & Business Analyst** - November 2013 – To date, working in the following projects:
 - **Project Manager & Business Analyst** – Khotawat Consultancy – ADC (Alternative Delivery Channels) Implementation Project (Two Phases), Workers' National Bank, Sudan – Oct 2017 – To Date.
 - **Project Description:**
 - Implementation of alternative delivery channels including Mobile Payment Application, Propose New Banking Products & Services, prepare business models for mobile payment & agency banking, and assess organization readiness & IT security & governance to fit with new systems & products.
 - **Project Manager & Business Analyst** - Khotawat Consultancy – IT Support Project, Workers' National Bank, Sudan – Feb 2016 – To March 2017.
 - **Project Description:**
 - Implementation of core banking system, prepare organization structure & job description for IT, HR & Marketing departments, IT infrastructure redesign & upgrade, and business processes documentation, analysis & improvement.
 - **Assistant Project Manager & Business Process Analyst** - Khotawat Consultancy – Acquisition of the New Core Banking System (CBS) for Industrial Development Bank, Sudan – Nov 2014 – Nov 2015.
 - **Project Description:**
 - Prepare System Requirements Specification (SRS) & RFP for Core Banking System, Facilitate Venders Conference & Contract Negotiations, and business processes documentation & improvement.

- **Associate Consultant & Business Processes analyst** - Khotawat Consultancy – Business Process Improvement and IT Support - Financial Investment Bank, Sudan – Jun – Dec 2014.
 - **Project Description:**
 - IT Support and restructuring & job description preparation, IT Policies & Procedures preparation, and business processes documentation & improvement.
- **Associate Consultant & Business Processes Analyst** - Khotawat Consultancy – New Leasing Management System (LMS) Selection and Implementation Project the Arab Leasing Company (TALC), Sudan – 2013 – 2014.
 - **Project Description:**
 - Prepare System Requirements Specification (SRS) & RFP for Leasing Management System, Facilitate Venders Conference & Contract Negotiations, and business processes documentation & improvement.
- **Associate Consultant & Business Analyst** - Khotawat Consultancy – New Core Banking System Selection (CBS) Project ,Al-Slam Bank ,Sudan – 2013 – 2014.
 - **Project Description:**
 - Prepare System Requirements Specification (SRS) & RFP for Core Banking System, and business processes documentation & improvement.

KEY SKILLS & COMPETENCES

- **Project Management:**
 - Accurately identifying client's key requirements.
 - Experience of working with sponsors, stakeholders, and solution providers.
 - Creating effective, informed and highly motivated teams focused on delivery.
 - Comprehensive understanding of project management methods & methodologies.
- **Business Analysis:**
 - Experience of requirements elicitation, verifying & analyzing.
 - Solutions assessment & evaluation.
 - Comprehensive understanding of business analysis methods & methodologies.
- **Business Processes Analysis :**
 - Knowledge & Experience in (as-is) Documentation.
 - Knowledge & Experience in Processes Analysis & Improvement .
 - Knowledge & Experience in (to-be) Documentation
- **Strategic & Business Planning:**
 - Defining the company's mission and an assessment of its present position and competitive status.
 - Evaluate and Assess the Environment & Conduct SWOT analysis.

- Matching between company's goals and objectives and its capabilities to achieve desired goals and objectives.
- Planning for when & how to achieve Company's goals and objectives.
- Set KPIs to monitor & control strategic & business plan and measure the performance.
- **Marketing Management:**
 - Market Segmentation, Targeting & Positioning.
 - Manage Customer engagement & Satisfaction.
 - Manage Customer Experience & Retention.
 - Define customer Needs & Wants.
 - Design Products & Services that match customer needs and wants.
 - Prepare & Implement Marketing Plans.
 - Set KPIs to monitor & evaluate marketing performance.

PERSONAL ATTRIBUTES

- Commitment to continuous improvement.
- Ability to work under pressure.
- Work within & with teams.
- Confident & Responsible.
- Effective communicator.
- Influences Skills.
- Planning analysis skills.
- Ability to manage customers & stakeholder's engagement.
- Analytical thinking & Problem solving skills.

REFERENCES

- Mr. Amin Abdelrahim Oshi, Owner and Manager of KHOTAWAT CONSULTANCY.
E-mail: amin.oshi@khotawat.com
Tel: +249123009018.
- Mr. Mohamed Abbas Mohamed Haggag – Technology Department at Zain-Sudan.
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- Mr. Isam Abdelkareem Ali Yousif – HR Trainer at Zain-Sudan.
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