

MUHAMMAD HAMZA

Owner-Side PMO & Project Controls Manager | Real Estate & Construction Projects | Operational Asset Governance

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PROFESSIONAL PROFILE

Owner-Side PMO and Project Controls Manager with 17+ years of progressive experience across architecture, construction, site management, project controls, and owner-side engineering governance. Currently leading PMO and Project Controls activities across a portfolio of 7+ projects, including 5+ active construction sites and 2 operational administrative assets, with exposure to aggregate project and contract value exceeding EGP 6 billion.

Experienced in governance frameworks, planning and scheduling, baseline and KPI monitoring, executive dashboards, risk and issue management, document control, change, claims and contract coordination, CAPEX and OPEX monitoring, and cross-functional stakeholder alignment across large-scale real estate and construction environments in Egypt and Bahrain.

PORTFOLIO & SCALE HIGHLIGHTS

17+	7+	EGP 6B+	EGP 1B+
Years of Experience	Projects under PMO Governance	Project & Contract Exposure	VO / Change Order Follow-up
5+	2	10+ / 50+	400+
Active Construction Sites	Operational Admin Assets	Main Contractors / Suppliers	Site & Functional Workforce Coordination

CORE EXPERTISE

Portfolio PMO Governance | Owner-Side Project Controls | Multi-Project Planning & Scheduling | Baseline, Progress & KPI Monitoring | Executive Dashboards & Performance Reporting | Risk, Issue & Action Management | Contractor, Supplier & Consultant Coordination | Variation Orders, EOT, Claims & Contract Coordination | CAPEX & OPEX Monitoring | Operational Asset Coordination | Document Control, Registers & Record Keeping | Resource & Manpower Coordination | HSE, Fire & Life Safety Compliance | Regulatory & Authority Coordination | Progress Meetings, MOMs & Action Closure

PROFESSIONAL EXPERIENCE

PROJECTS CONTROL & PMO MANAGER | El Tarek Automotive, Engineering Department

May 2025 to Present | Cairo, Egypt

- Lead owner-side PMO and Project Controls activities across a portfolio of 7+ projects, including 5+ active construction sites and 2 operational administrative assets.
- Work across projects and contracts with aggregate value exceeding EGP 6 billion, supporting governance, planning, reporting, risk visibility and coordination.
- Lead a five-member core PMO and Project Controls team and coordinate multidisciplinary site workforces across construction and operational environments.
- Coordinate with 10+ main contractors, 50+ suppliers and leading multidisciplinary consulting firms to support timely execution and decision clarity.
- Coordinate project requirements across document control, planning and follow-up, procurement, warehouses, site execution, technical offices, legal and finance functions.
- Manage planning, scheduling, baseline and progress monitoring, KPI analysis, risks, issues and action plans, escalating critical matters through structured reporting.
- Produce monthly performance reports across 7+ projects and weekly progress reports for active construction projects, supported by executive dashboards and performance analysis.
- Lead weekly coordination meetings for active construction projects and monthly performance reviews for operational assets, maintaining MOMs and tracking actions through closure.
- Oversee document control systems, numbering standards, registers, records, workflows and compliance requirements.
- Support change management, claims and contract coordination, and CAPEX and OPEX planning, monitoring and reporting, including a current project exceeding EGP 100 million.

Selected achievements: Established an integrated PMO and Project Controls governance framework across the current portfolio; developed dozens of standardized forms, templates, registers, dashboards, workflows and project control logs; improved management visibility, action accountability and document discipline across projects and operating assets.

SITE PROJECT MANAGER | ALBANAON

January 2020 to March 2025 | Egypt

Selected major projects: Presidential District including the New Presidential Palace and associated facilities, New Administrative Capital, project works exceeding EGP 3 billion; New Egyptian Opera House, New Administrative Capital, project works exceeding EGP 1.5 billion; Grand Egyptian Museum, Giza, project works exceeding EGP 1 billion; Embassy of the Kingdom of Bahrain, Cairo; multiple administrative and commercial developments.

- Developed initial execution programs for assigned projects and coordinated project managers and technical offices in reviewing drawings, schedules, quantities, specifications and project documents.
- Coordinated multidisciplinary project teams and site workforces exceeding 400 engineers, supervisors, technicians and workers across multiple active sites.
- Planned and managed resource allocation, including manpower requirements, and maintained daily coordination with owner representatives to resolve and escalate project issues.
- Coordinated implementation managers, technical offices, warehouses and inventory requirements to support time, cost, quality and resource efficiency.

- Tracked and coordinated variation orders with aggregate value exceeding EGP 1 billion, supporting technical review, documentation, follow-up and stakeholder coordination.
- Participated in the coordination and documentation of multiple extension-of-time submissions on major projects, including the New Presidential Palace and the New Egyptian Opera House.
- Supported quality, HSE, fire and life-safety compliance, regulatory requirements and authority coordination across major construction environments.

SENIOR ARCHITECT | Al Raed Engineering Bureau

May 2015 to June 2019 | Manama, Bahrain | Architectural & Civil Consultant

Supported architectural and civil consultancy environments, design and supervision coordination, material and plant requisition, technical issue resolution, reporting, interior / exterior design and 3D presentation works.

SENIOR ARCHITECT | YQ Art Group

September 2013 to April 2015 | Manama, Bahrain | Construction & Real Estate Developments

Managed site setting out, leveling, surveying, materials compliance, specification control, consultant and subcontractor coordination, day-to-day site management, quality control, HSE matters and reporting.

EARLIER EXPERIENCE

- 3D Visualizer & Interior Designer | Camouflage Advertising | January 2012 to July 2013 | Nasr City, Cairo, Egypt.
- Site Engineer | Talaat Moustafa Group Holding | January 2011 to January 2012 | Madinaty, Cairo, Egypt.
- 3D Visualizer & Interior Designer | Megamar | September 2008 to October 2010 | Nasr City, Cairo, Egypt.

FACILITIES, SAFETY & OPERATIONAL READINESS EXPOSURE

- Support facilities coordination and operational readiness across administrative buildings, active construction sites and operational facilities.
- Coordinate engineering requirements related to building systems, maintenance readiness, defects follow-up, service provider coordination and stakeholder communication.
- Support Life & Fire Safety coordination through follow-up of fire alarm, firefighting, emergency readiness and authority-related requirements where applicable.
- Maintain governance discipline through registers, document control workflows, approvals, action tracking and audit-ready documentation.

EDUCATION

- Bachelor of Science in Architectural Design | Benha University, Faculty of Engineering, Shoubra, Cairo, Egypt | 2003 to 2009
- Diploma of Science in Architectural Design | Helwan University, Faculty of Fine Arts, Zamalek, Cairo, Egypt | 2010 to 2012

PROFESSIONAL REGISTRATIONS / ORGANIZATIONS

- Committee for Organizing Engineering Professional Practice, Kingdom of Bahrain: EPP/BN/21/AE02
- Federation of Arab Engineers, Egypt: 6/7808
- Egyptian Syndicate of Engineers, Egypt: 24/04536

ADDITIONAL STRENGTHS

- Data analysis and digital transformation orientation supporting structured dashboards, portfolio reporting and data-driven executive decision-making.
- Ability to work across corporate, engineering, construction, real estate and operational environments with multi-stakeholder coordination requirements.