

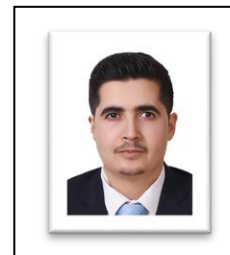
# OMAR MAHMOOD KHALAF

Senior Products Conformity Engineer

Certified IRCA /CQI – Principal Auditor (Certification No.6075788)

Certified Structural Engineer (G+12) Ref Number: TAR000035354-Dubai Municipality

LinkedIn profile : <https://www.linkedin.com/in/omar-mahmood-khalaf-b783b044/>



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## CONTACT INFORMATION

Dubai  
United Arab Emirates

**Phone:** +971(50) 4980346; +971(55)5894505

**Email:** [eng.omarjuboori@gmail.com](mailto:eng.omarjuboori@gmail.com)

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## PERSONAL INFORMATION

<b>Nationality:</b>	Iraqi
<b>Resident of:</b>	Dubai, United Arab Emirates
<b>Date &amp;Place of Birth:</b>	2 Feb 1982, Baghdad
<b>Marital Status:</b>	Married
<b>Driving licenses:</b>	UAE (Dubai) & Iraqi

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## PROFESSIONAL EXPERIENCE

**Sep 2022 – Current**    **Senior Products Conformity Engineer - Certified Lead Auditor (Systems and Products Certification) - <https://www.dm.gov.ae/>**  
Certification and Quality Control of Products Section (Dubai Central Laboratory - Dubai Municipality)

**Dec 2014-Sep 2022**    **Product Quality Specialist – Certified Lead Auditor (ISO9001:2015; ISO 17025 ; ISO17065; ISO17020 and HALAL) - <https://www.dm.gov.ae/>**  
Dubai Central Laboratory – Dubai Municipality

- Demonstrate required documents review and conducts audits as A lead auditor and Technical Expert for all applications related to products and facility certification which includes different types of establishments and products (Ready mix concrete, Precast, steel reinforcement, wire strands, thermal insulation , Low emitting materials , solar water heating system , gypsum boards , mortars , admixtures , cement , water fixtures , ....etc. )
- Review and evaluate applications on behalf of Ministry of Industry and Advanced Technology (MoIAT) based on the UAE Assessment Scheme (ECAS) for products certification and approval which includes ( Honey , cosmetics , perfumes , ROHS , Electrical products , Commercial AC , Food Contracts materials ...etc).

- Participate in technical researches and studies for the new construction technologies, materials and new innovative products and establish their acceptance and evaluation criteria through development a standard or technical approval.
- Conduct the required risk assessment to identify the gaps and opportunities for improvement in implemented systems of certification and services for further developments and improvements to enhance the customer satisfaction and assuring the integrity in completed tasks.
- Products and suppliers registration through the department platform and as per the established registration process.
- Review and evaluate any requests for attestation through validation of submitted documents and compare it with the product technical details before taking any decision.
- Maintain the Accreditation requirements that related to the implementation and understanding of integrated quality management system, procedures and established certification schemes and strictly follow all work instructions as per ISO17065/ISO9001 /ISO45001 / ISO14001 requirements.
- Performs factories and companies audits to verify their full adherence to established quality management system, local and international standard for either initial assessment or during surveillance audits.
- Prepare audit report covering the findings and recommendations including Non-conformances, observations and any opportunities for improvements.
- In charge of submitting, maintaining and participating of local and international awards by preparing required submission file, coordinating with the awards organizers and presenting the department initiative in front of judges.
- Maintain and Upload Section related files and records on Dubai municipality portal through updating the files, certificates and procedures frequently and whenever there is changes.
- Monitoring the Ready mix and precast factories certification, audits, renewal and suspension status by conducting required coordination with the assigned auditors and preparing the annual surveillance plan.
- Attend internal and external meetings to discuss and resolve technical disputes and issues
- Ensure that the factories quality plan and products realization process has been achieved as planned and Participate in preparing and editing technical manuals/guidelines.
- Arrange and participate in conducting in-house and local seminars/forums and training.
- Review standards, test methods to define the testing plan and evaluate test results of different materials to finalize the final assessment reports.
- Facilitator and lecturer for the external and internal training, procedures and development programs initiated by the department.

- Successfully completing halal food certification training and conducting audit in factories for halal certification according to DMS-032
- Participate in Preparing a new specific / general rules and local standards.
- Coordinate with the other departments, authorities to implement the Dubai municipality and Dubai central laboratory requirements.
- Member of Dubai acceleration committee for the new research and development.

Dec 2012-  
Dec 2014

#### **Construction Manager**

**PGS Gulf Contracting L.L.C** (<http://www.pgsgulf.com/>)

**Dubai, UAE**

Project: **Construction of (G+2) 68 Residential Villas (Orange lake)  
Jumeirah Golf Estate**

#### **Responsibilities:**

- Leading construction staff including Architect, Site Engineer (Civil, MEP), Draftsman, Quantity Surveyor, supervisors, etc... for proper execution of construction works.
- Prepare site Construction Plan that includes work force, material, facilities and related equipment in order to meet the construction program.
- Coordination with the consultant, business developer and Local Authorities to prevent any discrepancy or non-compliance and to achieve the full compliance.
- Find suitable sources of different construction materials and subcontractor and make the necessary follow up to obtain the required approval before any activity starts on site.
- Making sure that all the required materials, equipment will be made available on construction site which necessary to complete all related works immediately.
- Attend the internal daily, weekly meeting for the staff to discuss their inquiries, problems and find ideal solutions.
- Maintain all Environmental, Health and Safety Requirements to provide safe construction activities, facilities and to prevent any kind of accident.
- Encourage the staff to improve their careers and their performance.
- Prepare the technical submittals, shop drawings, coordinates drawings for Consultant review and approval.
- Direct supervision of project resources (labor, materials and plant) ensuring optimum performance within the scheduled program and budget.
- Preparation and submission of Method statements, ITPs, Risk Assessment, QA/QC plans, etc. as required.

- Ensuring that all latest approved revisions drawings, material submissions, method statements, checklists and other necessary documents are available for smooth and timely execution of works.
- Attend project progress/technical/ co-ordination meetings with the Client and Consultant.
- Day to day liaison with sub-contractors and suppliers.
- Review of consolidated daily site reports submitted by Site Engineer/Supervisors/Foremen for preparation of weekly site productivity reports and responsible to implement corrective actions necessary to arrest slippage.
- Monitors site progress and ensure activities conform to latest revisions of contract requirements, drawings, specifications, and method statements.
- Ensure non-conformances, if any, closed taking timely preventive and corrective actions, necessary liaison with QA/QC and HSE Department.
- Prepare material and equipment requisitions in accordance to budget quantity, technical specification, quality and cost allowable.
- Ensure necessary periodical inspections with consultant/Authority carried out as agreed in Inspection and test plans.
- Reports to Management in any changes in the projects, which may result cost or time impacts on the company and assist in establishment of claim management strategy.
- Dealing with Municipality/ Other Local authority / JAFZA, Trakhees authorities in regard to inspection of works at sites
- Ensure all works carried out in accordance to company and Municipality Safety policies and procedures.

**May 2006 -  
Dec 2012**

**QA/QC – Civil Engineer**

***Ports, Customs & Free Zone Corporation / TRAKHEES – Civil Engineering  
Department ([www.trakhees.ae](http://www.trakhees.ae))  
Dubai, UAE***

Trakhees is the Regulatory Authority for civil construction projects under Ports, Customs & Free Zone Corporation in the emirate of Dubai (Palm Jumeirah, Palm Jebel Ali, Jumeirah Village, International city, Free zone projects, etc...). My job covered the areas of QA/QC, inspection, auditing, and lecturing under Civil Engineer works.

**Responsibilities:**

- Review and approve technical submittals for different construction materials (concrete, steel reinforcement, waterproofing, asphalt job mix design, post tensioning, etc...)

- Review asphalt mix design, bitumen, Marshall Tests and the paving method statement to verify the material compliance to Local Regulations, Project Specification and International standards.
- Review the soil investigation report for any new projects and check the recommendation for the concrete mix design, soil improvement methodology and the additional protection measures to assure the compliance to standard and structure service life and integrity.
- Review the ready mix concrete supplier and precast factories submittals for approval (Production Procedure, Quality Control Plan, Raw Material Testing and Frequency of Testing, etc...).
- Inspect and audit ready mixed concrete plants prior to granting the approval.
- Conduct inspection and auditing for different factories and manufactures and prepare audit report covering the findings and recommendations accordingly.
- Attend meetings to discuss and resolve technical disputes.
- Ensure that the QCS automation plan achieved as planned. Participate in preparing and editing technical manuals/guidelines.
- Arrange and participate in conducting in-house and local seminars/forums and training. Conduct indoor training for newly employed engineers.
- Conduct planned site inspection on construction materials used and the quality of work. Review material submittals and check their compliance with project specifications, approved Quality Control Plan, approved drawings and relevant standards.
- Reviewing test results of materials and site investigation for failure and structure defects issues.
- Advise on improving quality control systems in the construction field. Ensure that all projects comply with the requirements of the “Green Code –Local Regulations”, Project Specification, approved drawings and relevant standard.
- Randomly select specimens from sites for testing at an independent laboratory to verify material compliance with specifications. Witness trial mixes and testing requested by quality section.
- Facilitator and lecturer for the Construction Quality Control Guideline course to engineers from consultants and contractors
- Facilitator and instructor for Field Concrete Testing Certification Program for site engineers and technicians.

June 2005 -  
May 2006

**Site Engineer**  
**ITD Nawarat L.L.C**  
*Dubai, UAE*

**Project:**        **Hotel and Apartments Building (B+G+12), CONDOMINIUM (B+G+8) and G+2 villas (Moevenpick Resort, Spa & Palm Laguna residence-Palm Jumeirah)**

**Responsibilities:**

- In charge of execution different construction activities (piles, foundation, masonry, plastering, flooring and finishing work) and making sure the application as per the approved drawings and project specification.
- Inspect and verify the structural elements such as shuttering and steel reinforcement prior to consultant and authority approval.
- Making sure the construction in accordance with relevant specification, approved drawings.
- Preparing the technical submittal for consultant approval such as drawings, material approval and method statements.
- Responsible for estimating and calculating the required quantity of materials which should be delivered to site.
- Reviewing, preparing material submittal and test results to verify their compliance to project specification and international standards before submitting to consultant for approval.
- Coordinate and inspect the subcontractor activities and provide a daily report to project manager.
- Checking the material supplier prequalification and material transmittal and report the findings to Project Manager.
- Following the time schedule and Project Planning charts.
- Execute the actual site progress and compare with the base line schedule.
- Ensure all health and Safety measures comply with the code of practice and company policy.

Sep 2004 -  
May 2005

**Site Engineer**

**National Buildings Contracting** (<http://www.national-buildings.com>)

*Baghdad, Iraq*

**Project:** Zafraniya Trunk – Phase 2 – Pump station Se-2 and Trunk Lines for sewer System and treatment plant  
**Client:** Baghdad Municipality/ U.S: Army Corps of Engineers  
**Location:** Zafraniya, Baghdad  
**Contract Amount:** \$3,214,800

**Responsibilities:**

- Inspect, guide and supervise the site execution activities (formwork, foundations, reinforcement steel, block work, soil ...etc) and guide the unskilled labors.
- Calculate the materials quantity, which is required for site and report to supplier to do the necessary, negotiation and preparing the contracts with the subcontractors.
- In addition, my job description consists of Quality Assurance and reporting to the construction manager in addition to the project manager.
- Maintaining the Daily progress reports, Material approval, material receipt log and I could safely say that I accurately report every aspect of work in my designated sector of the site. I am also actively involved in tracking materials and expediting the work.
- Moreover, oversights of the labor involved in the construction process, in addition to tracking materials and avoid any wastage.

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**EDUCATION**

**August 2022:** **University of Wollongong in Dubai, College of Engineering – Master of Engineering Management**

**June 2004:** **University of Technology, College of Engineering, Faculty of Civil Engineering. Baghdad, IRAQ**  
Bachelor's Degree in Civil Engineering

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## Memberships:

- Member of ASTM and Concrete Society ( 2021)
  - Member of ACI – UAE chapter (2019)
  - Member of UAE society of engineers (2011)
  - Member of Iraqi society of engineers (2005)
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## Professional Training & Certifications:

- Accredited Structural Engineer from Dubai Municipality /G+4 (Dec 2013)
- Accredited Engineer for TRAKHEES Construction Quality Control regulation / Green Code (2007)
- Accredited Engineer for TRAKHEES Building Design and architectural Regulations / Blue Code (2008)
- Successfully completed Facilitator training for accreditation program on “Construction Materials Quality Control Guidelines” (2007)
- Fundamentals of ISO 9001-2008 –QMS (Dubai – Bureau Veritas)
- QMS Internal Auditor Certification Training ISO 9001-2008 (Dubai – Bureau Veritas)
- Construction Quality Control Inspection & Auditing by Projacs International.
- Certified supervision in concrete work and fresh concrete testing.
- Training at Readymix Abu Dhabi for concrete production operation, raw material testing and properties, Design concrete Mixes, etc... (2006)
- Post Tension Requirements ,Testing and Inspection for Bridges and Buildings by Gifford
- Construction Safety Plan and awareness By Environment, Health & Safety Department in Ports Customs Free Zone Corporation.
- Attended the 2<sup>nd</sup> International ACI Conference – Abu Dhabi, UAE
- Quality Project Management – UAE Society of Engineers.
- Attended NRMCA International Concrete Sustainability Conference, Dubai, UAE (2012)
- Judicial Officers Training Program Institute of Training and Judicial Studies - Sharjah University
- NRMCA Concrete Technologist Middle East Certification
- Certificate of Appreciation form Dubai Municipality in implementation of rules & Regulations (June 2011)
- Certificate of Appreciation from Trakhees Managing Director (December 2011)
- Certificate of Appreciation form Dubai Central Laboratory - Dubai Municipality in successfully implementation of rules & Regulations in Emirate of Dubai (April 2012)
- Facility Permit Accreditation for Health & Safety – Gov of Dubai (2014)



- Halal Food Certification Training – April 2015
- Halal Food Certification Program – June 2015
- ISO9001:2008 ( QMS Training ) – Aug 2015
- Solar Water Heating System Certification – Sep 2015
- ISO 17065 – Lead auditors Training
- ISO 17020- Lead auditors Training
- ISO17025 - Lead auditors Training
- Business Development: Strategic Planning- 2021
- Construction Management: Modular Construction Methods (PMI) -2021.
- Critical Thinking and Problem Solving (PMI) - 2021.
- Customer Service in the Field (2021)
- Project Management Simplified (PMI) - 2021.
- Smart Thinking: Overcoming Complexity- 2021.
- Sustainability for Design, Construction, and Manufacturing-2021.
- ISO 17065- Training (2021)
- Banish Your Inner Critic to Unleash Creativity (2021)
- Business Development: Strategic Planning (2021)
- Construction Management: Modular Construction Methods (PMI-2021)
- Critical Thinking (2021); Critical Thinking and Problem Solving
- Customer Service in the Field (2021)
- Introduction to LEED Certification (2021)
- Project Management Foundations: Quality –PMI (2021)
- Quality Management Foundations (2021)
- Strategic Thinking PMI (2021)
- Sustainability for Design, Construction, and Manufacturing (2021)
- Nanotechnology (2021)
- Enhancing Resilience (2022)
- Work Smarter, Not Harder: Save Time and Money and Increase Productivity (2022)
- Managing Up as an Employee (2022)
- Solar Water Heating systems and collectors – certification requirements (2023)
- Green Building Certification requirements ( 2023)

## COMPUTER SKILLS

Skill	Level	Years Practiced	Last time used
AutoCAD	Good	2	2007
MS_Office	Good	18	Currently in use
Prokon	Good	1	2007
Service Life 365	Good	8	Currently in use

## LANGUAGE SKILLS

Language	Level	Years Practiced	Last time used
English	Expert	18	Currently in use
Arabic	Expert	All my life	Currently in use
Turkish	Medium	3 years	Currently in use

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## Hobbies and Interests

- Travelling, experiencing other lifestyles and cultures
- Cars /Sports / Automotative racing
- Smart Home appliances
- Enjoy keeping up with affairs through newspapers, radio, TV programs and documentaries

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## REFERENCES

- References and certificates will be made available upon request