



Salim BOU HAMDAN

Contract Management

Date of Birth: 18/05/1992

Nationality: Lebanese

CONTACT INFORMATION

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Location: Paris, France

EDUCATION

Masters in Engineering Management
American University of Beirut
June 2018

Bachelor in Civil Engineering
Lebanese University
June 2014

PUBLICATIONS

"Enhanced Roles and Traits of the Engineer in Assessing Claims" J. Leg. Aff. Dispute Resolut. Eng. Constr.12(3): 0452001

[https://doi.org/10.1061/\(ASCE\)LA.1943-4170.0000398](https://doi.org/10.1061/(ASCE)LA.1943-4170.0000398)

LANGUAGES

English: Fluent

French: Fluent

Arabic: Native

SOFTWARE

Pack Office
AutoCAD

Contract & Procurement Specialist | AECOM FRANCE – Paris, France October 2021 – Present

Project : SHELL France program portfolio including acquisition and execution of conventional gas station and low emission fuel projects.

Scope : Contract and Procurement lead under the EPCM Aecom-Shell contract.

- Contribute to the development of the EPCM program by targeting client business objectives and meeting client expectations.
- Identify commercial risks and establish efficient strategies to defend the client's interests.
- Analyze and draft contractual correspondence.
- Draft, follow up, negotiate and conclude contracts with subcontractors, consultants & suppliers; implement framework agreements.
- Follow up on the execution of the subcontracts; assist project managers with a commercial post contract support.
- Contribute to commercial activities including tender process management, analysis of offers and production of reports.
- Report to higher management.

Contract Manager | EDVANCE – Paris, France

June 2020 – October 2021

Project : Hinkley Point C, Hinkley Point, United Kingdom

Scope : Contract Management of NEC3 based subcontracts UK1220 & UK1221 covering Civil Engineering Design works.

- Follow up on the execution of the subcontracts.
- Analyze and draft contractual correspondence.
- Follow up, negotiate and conclude the evolution of the scope as per the mechanisms set by the contract.
- Identify risks and establish efficient strategies to defend the client's interests.
- Follow up, analyze, substantiate and negotiate claims.
- Animate follow up, negotiation and risk reduction meetings.
- Issue key performance indicators on a regular basis.

Contract & Procurement Engineer | ENTERPRISE A.R. HOURIE – Beirut, Lebanon

January 2018 – May 2019

Scope: Project control and assistance – Headquarters based.

- Follow up, negotiate and conclude contracts with subcontractors & suppliers.
- Request, compare and validate subcontractor & supplier quotations.
- Compile subcontracted work packages (drawings, specifications etc).
- Track and approve interim and final subcontractor payments.
- Follow up the execution of subcontracts.
- Take part in briefing meetings with the subcontractors/suppliers.
- Report to higher management.

Contract Administrator | ENTERPRISE A.R. HOURIE – Beirut, Lebanon

September 2014 – January 2018

Project : Beirut North Souks Department Store.

Scope : Contract administration of several FIDIC based contracts covering demolition, concrete, finishing and MEP works.

- Follow up, negotiate and conclude contracts with subcontractors & suppliers.
- Request, compare and validate subcontractor & supplier quotations.
- Compile subcontracted work packages (drawings, specifications etc).
- Prepare/substantiate claims of time extensions and/or extra compensation.
- Follow up, assess and substantiate variations to the scope of work.
- Prepare and substantiate monthly payment statements for works executed.
- Negotiate quantum of variations and monthly statements.
- Manage official correspondence (letters, notices).
- Follow up the execution of subcontracts.
- Follow up on the progress of activities.
- Take part in follow up meetings with all parties.
- Report on a daily, weekly and monthly basis.