



## Salim BOU HAMDAN

### Contract Management

Date of Birth: 18/05/1992

Nationality: Lebanese

### CONTACT INFORMATION

Email: sbuhamdan@gmail.com

Mobile: +33 (0) 6 12 35 99 19

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.