

SALAHEDDIN ELARABI SHALABI



Omer Almkthar st. Tripoli-Libya

+218928341660

shalabi_salah@yahoo.com

Facebook: Salah Shalabi

PROFESSIONAL PROFILE

1. Multi-task-oriented
2. management consultation
3. create and develop strategy Business
4. Development Projects
5. Internal Auditing
6. Train personal
7. Feasibility studies
8. Design Process
9. HR Management

EDUCATION

Toulouse Business School - Toulouse, France

2015

Aerospace MBA

IATA training centre - Geneva, Switzerland

2009

Diploma in Safety Management

Post-graduation Academy - Tripoli, Libya

1998

MBA (finished all requirements)

Tripoli University - Tripoli, Libya

1988

Bachelor in Statistics

EXPERIENCE

LEADERSHIP CONSULTANT / ADAM SMITH INTERNATIONAL (IMPLEMENTING THE CAPACITY BUILDING PROJECT FOR LIBYAN LEADERS WHICH MANAGED BY WORLD BANK GROUP)

April 2018- up to know

- Help participants make progress on their respective projects through coaching;
- Review progress and discuss challenges they are facing, notably in areas of exercising leadership and encourage peer-to-peer discussion on how to address these;
- Develop a peer learning network among course participants
- Accelerate learning on the subject being discussed during the training modules;
- Strengthen management capabilities and teamwork

MBA LECTURER IN AMERICAN UNIVERSITY OF TRIPLOI

March 2018-up to know

IOSA Program Manager | Afriqiyah Airways

Nov 2013 –up to know

Human Resource Manager | Afriqiyah Airways

Nov 2009 –Oct.2013

- Created organizational flow charts and career path reports to evaluate employee.
- Designed and control Training Manual
- Created and monitored the company training plan.
- Reviewed local laws to confirm and enforce company compliance.
- Designed the employee performance evaluation process and merit program.
- Addressed inquiries from employees and management regarding new-hire activity and on-going employee relation issues.
- Created and modified job descriptions within all departments.
- Guided the startup and management of all HR operations, systems and programs for a new location within the company.

Quality Assurance Manager | Afriqiyah Airways

Aug 2008 - Nov 2009

- Participated in formulating policies and objectives for the Corporate Quality Management Department.
- Designed Quality Manual for the company
- Proposing long, medium and short-term strategies to manage activities concerning the Quality Management Department

- Prepared and flow up company internal & external audit plan.
- Conducted periodic meetings with top management to review the QMS.
- Established corrective action plan for all findings obtained from auditors of external suppliers.
- Suggested the corrective action plan for the company.
-

Quality Assurance assistant Manager | Afriqiyah Airways

Mar 2003- Aug 2008

- Played main role for design and implement Quality Management System based on the requirements of ISO 9001-2000.
prepared audit plans
- Conducted internal audit against QMS in the company and for external services providers.
- Conducted quality training courses to all company employees
- Conducted many audit process against process , procedures and manuals

IT Manager | Mercedes Benz co.(Libyan General Agent)

Apr 2001- Mar 2003

- Delivered detailed feature roadmaps that included action items and project targets.
- Added user accounts, troubleshot issues with users and monitored usage on the printing management system.
- Administrated company network and updated technical software programs.
- Conducted computer training programs for the employees such as MS office.

Marketing Manager | Afaq company for training and consultancy

Sep 1998 to Apr 2001

- Identified, developed and evaluated marketing strategies based on knowledge of company objectives and market trends.
- Managed all company customer engagement campaigns.
- Prepared detailed marketing forecasts on a quarterly basis.
- Prepared marketing plans for the company.
- Prepared and analyzed marketing research.
- Prepared annual training programs plans.

Specialist Projects analyst | Waha Oil Company

Jan 1996- Jan 1998

- Supervised Economic section in the planning department.
- Analyzed businesses of varying sizes to determine the financial and economic impact of potential investments.

- Conducted economic evaluation for company projects

Senior Projects Analyst | Waha Oil Company

Jan 1995 - Jan 1996

- Prepared feasibility studies for the projects related to exploration and production activities using computer programs.
- Prepared and analyzed cost control reports (cost per barrel analysis), and operating expenses by concessions, reservoirs and fields on monthly and yearly basis.
- Reviewed industry trends based on current data and economic criteria prepared special studies and recommendation for decision makers in the company
- Used statistical tools to analyzed and forecast production data, operating costs and drilling & work over costs.
- Prepared presentations using computer software for the technical and assembly meetings for the company.
- Gathered and analyzed annual hydro carbon reserve report for whole reservoirs in the company

Acting Training manager | Afaq company for training and consultancy

Oct. 1994 –Oct 1995

- Designed management-training plans.
- Supervised the training programs that conducting in the company.

Senior Projects analyst | Waha Oil Co.

Sep 1994 –Oct 1995

- Prepared feasibility studies for projects related to exploration and production activities using computer programs
- Prepared and analyzed cost control reports (cost per barrel analysis) & operating expenses by concessions, reservoirs and fields) on monthly basis.
- Reviewed industry trends based on current data and economic criteria prepared special studies and recommendation for decision makers in the company.
- Used statistical tools to analyzed and forecast production data, operating costs and drilling & work over costs
- Prepared presentations using computer software for the technical meetings.

Junior. Projects Analyst | Waha Oil Co.

Jan 1989 -Sep 1994

- Gathered and analyzed production data (Daily, Monthly and yearly basis) using statistical tools.
- Analyzed the following tasks statically:
 - Productivity of the wells (More than 500 well)
 - Probability of success or fails for pumps installation for the wells
 - Foretasted production data.
 - Foretasted cost per barrel.
- Evaluated development drilling wells economically.
Prepared costs for drilling and work over wells.
- Analyzed economic limit for all wells in Waha Company (more than 500 wells).

TRAINING

| Course Title | Organized by | Date | Place |
|---|--------------|------------|-----------|
| IOSA Auditor | AQS | March 2016 | Frankfurt |
| Lead Auditor ISO 9001-2008 | TUV | March 2014 | Tripoli |
| Leadership and secession plan | IATA | Dec.2012 | Geneva |
| Human Recourse Management | IATA | March 2010 | Geneva |
| Risk Management System | AACO | April 2009 | Tunis |
| Reengineering Organizations | Osool | March 2009 | Tripoli |
| Aviation Internal Auditor | IATA | Feb.2008 | Geneva |
| Safety Management System for Airlines | IATA | July.2007 | Geneva |
| Advanced Train of Trainer | AACO | May 2007 | Tripoli |
| IOSA Auditor | WAQ QA | June 2007 | London |
| Management of Aviation Quality and Services | IATA | March 2007 | Geneva |
| Quality Management System | Philadelphia | Jan.2005 | Tripoli |
| ISO 9001 Internal Auditor | SGS | Feb.2006 | Amman |
| Quality Management in Airline operations | IATA | May 2004 | Geneva |
| TQM and Reengineering organizations | GETRAC | Dec.2003 | Cairo |
| Evaluation of employees performance | HERA | July 2003 | Tripoli |

| | | | |
|---------------------------------------|--------------------|-----------|----------------|
| Programming in Visual basic version | Instructor | May 2003 | Tripoli |
| Administrating of computer's net work | Instructor | June 2003 | Tripoli |
| Economic Evaluation of Projects | IWO | Sep 1997 | Cairo |
| Cost Accounting | NOC | July 1994 | Tripoli |
| Economic Risk Analysis | Breach Group | 1991-1992 | Calgary/Canada |
| Operation research | Calgary university | 1992 | Calgary/Canada |
| Management Development | WAHA | Aug.1991 | Tripoli |
| Cambridge University English Test | WAHA | 1990 | Tripoli |

OTHER INFORMATION

Conducted management consultation into many organization, such as:

- Designed and develop companies quality management system
- Qualified companies into ISO 9001 certificate
- Conducted feasibility studies of investment projects
- Designed organization chart and job description
- Formed business plan
- Led the team work for IOSA program in Afriqiyah Airways

Also conducted management training courses such as:

- Quality Management System
- Quality Internal Audit
- Project Management
- Monitoring and Evolution of Project
- Risk Management
- Managerial skills for aviation staff
- Feasibility studies for projects
- Using statistical tools in management
- Problem solving and decision making
- Report writing technique
- Marketing management
- Customer Services

Sample of some institutions that I have delivered training and consultancy services



