







Sulaiman N.

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About me

I grew up in the construction industry & took a spin through the Finance, IT and Business, that allowed me to use the skills I'd gained. My experience and entrepreneurial drive led me to help start my own project management consulting firm. I have since combined the industry experience with technology to help make software deployment projects successful.

Areas of Expertise

Project Management Consulting, Project Controls, Financial Analysis, Business Process Improvement, Analytics, Report Design & Development, Software Deployment (Specialize in Oracle Primavera Unifier Deployments), Training Program Planning and Execution, Change Management, Client Support, Portfolio Planning and Project Management.

Languages

English – Mother Tongue
Afrikaans - Fluent
Arabic - Conversational

Career Summary

- Jan 18 to Present - Senior CA PPM Consultant
CA Southern Africa (Pty) Ltd.
- Nov 13 to Jan 18 - Senior Systems Specialist
Bytes Managed Solutions (Pty) Ltd.
- Aug 08 to Aug 13 - CA PPM Functional Consultant
EON Consulting (Pty) Ltd.
- Aug 07 to Jun 08 - Business System Analyst
Key Advanced Project Solutions (Pty) Ltd.
- Aug 05 to Jul 07 - Systems Analyst
Enerweb Business Solutions (Pty) Ltd
- Jul 04 to Jul 05 - Information Systems Architect
Vumani Consulting (Pty) Ltd
- Sep 03 to Jun 04 - Testing / Support Analyst
ABSA Bank PLC - Contract

Programming Languages

SQL, C#, .NET, Java, VBA and .NET, HTML, XML, SOAP, TOAD

Software Skills

Azure Cloud / API Gateway / Hyperion / MS SQL Server / Oracle CRM / Cloud / Visual Studio / AutoCAD 2010 / SSIS, SSAS / Primavera / BI Publisher / CA Clarity PPM / Microsoft Office and Office CA Clarity PPM / SharePoint / Visual Basic, Visual Studios .NET/ Crystal Reports / Business Objects

References, qualifications and certificates available on request

Educational Journey

Formal Education

- Jan 04 to Jan 08
UNISA - Honours Bachelor of Commerce in Business Informatics
- Jan 00 to Nov 02
Rand Afrikaans University – Bachelor of Commerce, Informatics
- Feb 98 to Nov 99
University of Cape Town – Bachelor of Commerce
- Nov 97
Lenasia Muslim School - Matriculation with University Entrance

Workshops & Conferences

- Seminar: EON Consulting: Back to Basics, SAP Crystal Solutions (ESKOM)
- Seminar: Future of Software Evaluation and Selection (ESKOM)
- Workshop: Discovering Excel 2010 Assessment
- Workshop: Excel on Steroids Workshop 1: Worksheets and Formulae
- Workshop: Excel on Steroids Workshop 2: Data Lists and Macros
- Workshop: Excel on Steroids Workshop 3: Pivot Tables and Pivot Charts
- Workshop: Marketing Mix Workshop (ESKOM)
- Self-Funded, Gauteng Province - Life Skills in the Workplace (University of Pretoria)
- Conference: Annual - Auwal Socio-Economic Research Institute (ASRI)
- Conference: Leadership (The Next Generation)
- Seminar: Entrepreneurship and Digital Opportunities (Lean Innovation)

Online Courses

- Optimized Solution for Enterprise Cloud Infrastructure Support Specialist
 - Exadata Database Machine Support Specialist
 - Database Performance Tuning Support Specialist
 - Argus Safety 7 Enterprise Edition Support Specialist
 - Exalogic Elastic Cloud Support Specialist
 - Virtual Networking Support Specialist
 - Oracle Taleo Enterprise Cloud Service Support Specialist
 - Policy Automation Support Specialist
 - Oracle Solaris 10 Support Specialist
 - Primavera Unifier 9 Enterprise Project Portfolio Management 6 Support Specialist
 - Primavera Unifier 9 Implementation Specialist
 - Enterprise Taxation Management Support Specialist
 - Enterprise Communications Support Specialist General Product
 - Network Session Delivery & Control Infrastructure Support Specialist
 - iStore Support Specialist, Instantis Enterprise Track 8 Support Specialist
 - Linux 6 Support Specialist, Primavera P6 Enterprise Project Portfolio Management 6 Support Specialist
 - Primavera Unifier Cloud Service Pre-sales Specialist
- Primavera Unifier Cloud Service Sales Specialist
- Primavera Unifier 9 Sales Specialist
- Primavera Unifier Cloud Service Sales Specialist
- Primavera Unifier Cloud Service 2017 Pre-sales Specialist

Educational Journey cont.

Certificates

- Bytes Managed Solutions (Pty) Ltd., Gauteng Province
- Contracting and Multi Currency (Development Bank of Southern Africa)
- Change Management Commitments (Development Bank of Southern Africa)
- P6 - Admin, EPS, OBS (Development Bank of Southern Africa)
- Unifier - Document Mgmt. & Process (Development Bank of Southern Africa)
- P6 – Codes (Actuals/Budget/Reporting) (Dev. Bank of Southern Africa)
- P6 - Project Management Detail (Development Bank of Southern Africa)
- Unifier – Change Management (Development Bank of Southern Africa)
- P6 – Analytics Reporting & Demand Planning (Dev. Bank of Southern Africa)
- Contract, Purchase Order and Change Management
- Document Management and Processes, Project Delivery
- Notices, RFI, Minutes, Action Items, Invoices, Payments
- Conference: Media and Technology (African Telecoms)
- Intel Artificial Intelligence and Machine Learning

Skill Set

- Data Science •Data Tools
- Data Analytics •Consulting
- Business Intelligence •IT Strategy
- Advanced Analytics •Governance
- Trend Identification •SDLC
- Industry Knowledge •PMO
- Leadership •Testing
- IT Acumen •Clarity Administrator
- Process Improvement •Visualization
- Information Management Systems
- Solution Framework
- Management Reporting
- End to End Integration
- System Implementation
- Database Administration
- Portfolio Management
- Project Management
- Project Controls
- Information Coalition
- Technical Acumen
- Detail Orientated
- Critical Thinking
- Marketing Analysis
- Financial Analysis
- Business Management
- Performance Management
- Comparative Systems Analysis
- Effective Communication •Support
- Data Mining •Enterprise Architecture
- Data Auditing • Business Transformation
- Scripting Language •Stakeholder Management
- Machine Learning •Campaign Management
- Querying Language •Creative Thinking
- Statistical Language •SQL

Detailed Career Path

CA SOUTHERN AFRICA (PTY) LTD - JAN 18 TO PRESENT

Senior Project & Portfolio Management Consultant

As a Subject Matter Expert, I led a 5-person team that worked together to configure and set up the design and implementation of the CA PPM project management solution at First National Bank.

- Point of Presence Primavera implementation
- Support the existing PPM users on day to day activities
- Design, document and develop business processes (BP) in PPM
- Ensuring both technical and application support for the application via communication with the customer
- Working with the team to enhance existing business processes and designing new BP's
- Implement CA PPM for project controls, cost and delivery management
- Supporting and training end-users on changes in business processes
- Provide additional functional support to the reporting team to enhance reporting solutions
- Provide functional expertise and support to the team developing end user training materials

BYTES MANAGED SOLUTIONS (PTY) LTD - 2013 - 2017

Senior Project & Portfolio Management Consultant

At Bytes Technologies I was afforded an opportunity to gain extensive experience in focusing on Microsoft Office 365, SharePoint, Digital Transformation, Infrastructure-as-a-Service, Support Services and Microsoft Azure. I have worked with various clients using virtual tools, Skype for Business, email, collaboration tools as well as intensive experience in the Microsoft Suite of products.

Presently I am supporting a project and portfolio management solution at First National Bank (FNB). This project looks at defining process improvements at branch level by translating these needs into schedule requirements as well as developing scorecards and dashboards for management information reporting.

On the Vodacom project, I completed the implementation of the application's end-to-end integration solution framework before the deadline, and followed through on work commitments, leading to greater work responsibilities and an eventual promotion.

At CDM Smith, I gained extensive experience on the hydroelectric power plant project by establishing construction baseline schedules, monitoring the construction progress and planning and project controls. When reporting, my aim is always to provide targeted project intelligence through automated, dashboards with drill-down capability and drive interventions at project level which both correct poor performance and exploit opportunities to drive further benefit

The other of my construction projects was at Aurecon in Australia from February 2017 to May 2017 where I personally lead and contributed to Primavera implementation and support. We integrated the suite of projects for a team of 20 people in a fast-paced environment.

I began my Primavera career at the Development Bank of South Africa (DBSA) by developing integrated plans to effectively execute the scope of work to meet the project objectives for the City of Johannesburg and other government departments. I have the ability to develop a brief, formulate a plan, establish a team and manage all aspects of the project from business case through to completion and occupation by the client.

I always enjoyed very positive feedback from clients when working in consulting positions resulting from a drive to make a difference, integrity, an energetic, positive approach and care towards effective communication.

Detailed Career Path cont.

Client: Vodacom (Pty) Ltd. (mobile phones), Western Cape Province - Senior Systems Specialist

- Summer Campaign rollout achieved earlier than deadline
- Technical implementation of the application's end-to-end integration solutions
- Documenting and integrating data aspects, implementing information solution framework
- Facilitation of business and functional design sessions and client meetings
- Perform quality assurance testing to ensure the quality of the system is maintained
- Interfacing systems in conjunction with Application Development Support Leads
- Conversion of existing Vodaphone Europe applications for the South African market

Client: Aurecon (Pty) Ltd., Gauteng Province – Senior Primavera Unifier Consultant

- Design, implementation and support of Primavera Unifier application for Australian client
- Implement SSO and active directory integration for user authentication
- Oracle Business Intelligence Analytics, configuration of UDR reports and dashboards
- Migration of data configuration for P6 Analytics and customised setup of new server
- MS Excel (Vlookup, Function, Pivot-Table) to export csv data into Oracle Unifier
- Responsible for business processes and training of Project Management Scheduler
- Provide support as appropriate for the project design review and approval process
- Waterfall and Agile projects development from requirement collection, solution proposal and UAT testing
- Support (uSupport) Agent on Primavera Unifier for the Aurecon project

Client: CDM Smith (Pty) Ltd. (hydroelectrical dam), Lesotho - Senior Primavera Unifier Consultant

- Supporting existing Primavera deployment - Primavera Unifier application
- Generating SOV, invoices, payment applications, estimates, budgets and scope management
- Unifier data configuration (uDesigner staging and production environments)
- Preparation of design documents and work task plans and schedules (Schedule Manager)
- Quality assurance, configuration training and system administration
- Managed project costing implementation and enterprise-wide Primavera Unifier implementation
- Prepared system documentation including system configuration, use cases and training materials

Client: Development Bank of Southern Africa, Gauteng Province - Primavera Unifier Consultant

- Provide techno functional support in P6 EPPM and Primavera Unifier
- Integration between Primavera Unifier, P6 Analytics and BI Publisher
- Analysis, design, implementation and support of Primavera Unifier application (Primavera 8.2, Unifier 9.14)
- Preparing software simulations hands-on training using User Productivity Kits (UPK) for users
- Configuration of UDR reports and dashboards (Oracle Business Intelligence Analytics)
- Primavera Contract Management on various modules such as budgets, contracts, invoices, changes and payments
- Design and Administration of the Eskom Executive information systems website

Detailed Career Path cont.

SAFCOR PANALPINA (PTY) LTD - AUG 07 TO JUN 08

Business Analyst

At Safcor Panalpina Logistics, I was tasked to analyze business requirements, compile functional specifications as well as being involved in financial decisions. By following the System Development Life Cycle project methodology combined with the use of IT tools, I developed business solutions based on the client's requirements and was actively involved in the design, implementation and roll out of the online Bidvest Panalpina system that provides logistics and supply chain services to the aerospace, marine and defense industries across various regions within Southern Africa. During the final stage of the project I undertook the role as a reporting consultant to clients in various regions in implementing the Core Freight System.

- Analysis of business requirements, process modelling and analysis, compilation of functional specifications
- Replacing CCS system with Core Freight system across various regions
- Advising on investment in IT systems and resources, purchasing

ENERWEB (PTY) LTD - AUG 05 TO JUL 07

Training Facilitator

The Eskom Data Hub concept was ideally to implement a centralized database. As part of this initiative, I was tasked to facilitate training to end users on the use of the Capture Declare Tool and provided them with the necessary skills to effectively navigate the Executive Information Website. On numerous occasions along with others, I presented the Eskom Data Hub to Eskom executive members.

- Training EXCO members on Eskom Data Hub concept
- Presentation of EDH Data Hub concept to EXCO
- Conducted in-depth comparative GAP analysis of existing Human Resources division systems
- Implementation and rollout of IPSO lifecycle methodology
- Training users on the use of the Capture and Declare Tool to navigate the Executive Information website
- Facilitated training sessions for senior executives and Exco members

VUMANI CONSULTING (PTY) LTD - JUL 04 TO JUL 05

Information Systems Architect

The IS Architecture division had a requirement to analyze, design and implementation the IS methodology within the Eskom environment. I assessed the Information Systems Architecture Methodology by developed spread sheets with hyperlinks for stakeholders to assist with implementing the ISPO Lifecycle concept as well as conducted an in-depth comparative analysis of systems in the HR division.

- Formulation of increased electricity pricing structure for Regional Electricity distributors
- Presented the Eskom Data Hub (EDH) concept to EXCO and other members
- Assessment of information systems architecture methodology
- In-depth analysis, implementation of ISPO lifecycle, in-depth analysis
- Conducted in-depth comparative GAP analysis of existing Human Resources division systems
- Ongoing process improvements to track and resolve customer problems
- Analysis of technical performance of products/systems/services

Detailed Career Path cont.

ABSA BANK (PTY) LTD - SEP 03 TO JUN 04

Information Systems Administrator

At the ABSA Contact Centre, the requirement was to monitor inbound and outbound calls, I was appointed as an Information Systems Administrator to work together with business drivers to implement a reporting system within the call center environment.

- Understanding of common software faults and increase domain knowledge
- Implemented fully automated (Crystal Reports – MSDN) Call Centre reporting system (inbound and outbound)
- Identified defects and resolved defects by performing root cause analysis
- Coordinate with the support team in fixing up technical issues
- Test scenario identification and ensure results are recorded

Professional Memberships

- Project Management Institute - ongoing
- The Institute of Directors in Southern Africa - ongoing
- The Mara Foundation – Business Mentor - ongoing



Community Efforts

• Among my recent achievements is that I recently put together a set of school science kits for junior grades and donated these to under privileged schools. This assist in empowering them to learn about robotics and artificial intelligence.

• I also volunteer at the House of Light Feeding Scheme. This is a weekly feeding scheme to feeding points in the greater Johannesburg Region. The feeling that I am left with and the smiles that come from the people who are receiving is just so heart-warming and life changing.

Thank you for your time spent considering my application, and I do hope to hear from you soon.

Yours Sincerely

Sulaiman

