



CONTACT ME

☎ +966 56 326 4726

✉ itanymhmd@gmail.com

💻 [linkedin.com/in/mohammad-itani-9554b49a](https://www.linkedin.com/in/mohammad-itani-9554b49a)

📍 Riyadh, Saudi Arabia

EDUCATION

Masters Business Administration

Lebanese International University
2018 - 2021

Distinguished with a GPA: 3.94.

Covering various areas in business field such as Project management, Marketing, Finance, Accounting & Business ethics. Enhancing my ability to analyze business data as well as allowing me to merge my creativity and design skills with digital marketing & various business activities.

Bachelors in Interior Design

Lebanese International University
2013 - 2017

Distinguished with a GPA: 3.76.

Covering Interior Design Methods, starting from understanding Interiors Standards, to concepts, themes, color palettes, Design Drawings, Circulations, 3D Visualizations.

Main Courses:

- Interior Design Studios (Researching-Designing-Planning-Finalizing Interior Projects).
- CAD & Graphic Visualization software courses.

Mohammad Itani

Interior Architect, Fit-out
Project Manager, Design Expert.

8+ years of diversified experience in Fit-outs, Interior Design, & Project Management: Leading Interior design projects from conceptual phase to turn-key.

WORK EXPERIENCE

Senior Interior Designer / Fit-out Project Manager 2023-2025

Modern Alliance Contracting Company | Riyadh, Saudi

- Working with Multi-national client representatives to lead design projects thru concepts, moods, & sketches.
- Developing designs from test-fit layouts to the 3D renders, taking in consideration technical aspects of the projects.
- Preparing clients design & technical meetings, presenting the developed design phases to consultants.
- Preparing BOQ from designs, quotations, shop drawings, technical schedules, managing RFIs, RFPs, LOD, LOM.
- Managing design team including, Junior Designers, draft-men, 3d visualizers.
- Coordinating with Site Managers on sites ensuring best design application & understanding by site team, as well as, solving clashes with MEP design team.
- Preparing Cutting lists for Suppliers such as Acoustics panels, Joinery, CNC metal sheets; including placing orders for local and global suppliers.
- Preparation of Design Presentations & Proposal Drawings for bids & tenders.
- Developing & Submitting Project Work Methodology, HSE documents, & Documents needed for work permits & facility management approvals.

• Some of the projects accomplished:

- Turner & Townsend Offices, Hamad Tower, 23rd & 32nd floors, Riyadh.
- State Street Bank, Tadawol Tower, KAFD, Riyadh.
- Turner & Townsend Office, AKT, Khobar.
- Ericsson Phase 1 , Design & Shop Drawings.

Senior Interior Designer 2022- 2023

Lotus Innovation Co. | Riyadh, Saudi.

- Working with design manager to lead design projects.
- Developing schemes & technical aspects of the project as well as, preparing submittal schedules.
- Preparing clients meetings & presentations, as well as following up with their wants and leading their taste to final renders and layouts.
- Preparing BOQ of designs, quotations, shop drawings, as well as technical schedules.
- Managing online designers team.
- Applying project management system using Favro software.
- Instructing site engineers on implementing the developed designs.

SOFTWARE SKILLS

- AUTO-CAD
- Photoshop
- 3DS Max
- Premiere Pro & Rush
- Corona Render
- Microsoft Office
- V-ray
- Canva

CERTIFICATIONS

Google Analytics.

Google Academy

Issued 2021 - Valid 2023

Google Marketing Fundamentals

Google Digital Garage

Certificate ID: 3ZQ GWJ 5KY

Verifying link:

<https://learndigital.withgoogle.com/link/1qsdpcedm9s>

Issued 2021 - No Expiration date

SEO Expert Certificate

HubSpot Academy

[https://app-](https://app-eu1.hubspot.com/academy/achievements/tl0dt1xm/en/1/mohammad-itani/seo)

[eu1.hubspot.com/academy/achievements/tl0dt1xm/en/1/mohammad-itani/seo](https://app-eu1.hubspot.com/academy/achievements/tl0dt1xm/en/1/mohammad-itani/seo)

Issued 2021 - 2023

LANGUAGES

English

Professional (Spoken & Written)

Arabic

Native (Spoken & Written)

SKILLS

- 2D & 3D Visual Skills
- Project Management & Financial Analysis
- Conceptual & Creative Thinking
- Perspective & Free Hand Sketching
- Fit-out Technical Skills, Problem Solver

AFFLIATION

Lebanese International University

Fine Arts Club

2015-2017

WORK EXPERIENCE

Site Manager (6 month project basis)

2021 - 2022

Professional Touch I Riyadh

- Site supervision & managing contractors' work.
- Communicating with vendors & suppliers to provide material based on schedules.
- Preparing CAD shop drawings, in addition to coordinating with 3D design team.
- Preparing weekly progress reports.
- Controlling site assets as well as preparing financial records and contractors progress phases.
- Finalizing HVAC, Gypsum, Stone cladding, and Electrical work, Paint, Tiling, etc. and receiving accomplished contractors work based on standards.
- Testing & commissioning accomplished site works.
- Ensuring Health & Safety measures on site.

Project Manager

2019 - 2020

IM Designer Group I Beirut, Lebanon

- Preparing plans, detail drawings, as well as sites budgets.
- Coordinating on daily bases with sites' foremen and conducted site visits to ensure the progress of design execution works.
- Managing suppliers' & clients' accounts (Accounts Payable/ Receivable), in addition to purchasing required materials from suppliers.
- Representing the company on several occasions, as well as ensured communication of project progress and status with clients.
- Coordinating with marketing partners on launching campaigns and managing the social media pages.

Interior Designer / Project Coordinator

2018 - 2019

K. Fleifel Ind Co. I Beirut, Lebanon

- Managing the site work development with subcontractors to ensure high-end finishing quality and maintaining the project timeline.
- Designing Interior projects using visualization software (3Dmax, Sketchup, Lumion).
- Preparing B.O.Qs and managing purchased orders status from vendors.
- Providing detailed technical 2D plans where upon explained its details to the foremen.
- Analyzing and reporting the website's weekly performance using Google Analytics, applied SEO management to secure superior position on SERP.
- Assisting tender team on pricing tenders & quotations of interior design projects.

Interior Project Coordinator

2017 - 2018

Ultimate Professionals I Riyadh, Saudi Arabia

- Developing designs from concept until documentation phases.
- Preparing clients' presentations & controlling projects execution quality.
- Submitting progress reports to top management, carrying out daily site reports revision, studying cost estimation for the projects' design execution.
- Conducting client meetings and aid in developing the project based on their tastes.
- Cooperating with Electrical and mechanical department for project development.

Junior Designer

2015 - 2017

K. Fleifel Ind Co. I Beirut, Lebanon

- Developed interior designs from concept to documentation phases by submitting CAD plans and 3D graphic visuals.
- Conducted site inspections and prepared progress reports & B.O.Q concerning new projects.
- Coordinated with site workforce and acted as site manager in performing the required tasks.
- Developed & designed the company's new website using "Weebly" resulting in boosting furniture sales.