

HIND ALMAGHLOOTH, FMP®

Email: hindmaghlouth@gmail.com | Phone: +966 59 465 2288 | LinkedIn: www.linkedin.com/in/hind-almaghlooth-fmp-9aab6814b | Location: Eastern Province, Saudi Arabia

Professional Summary

Dynamic and detail-oriented interior designer and a senior facility specialist with a proven track record of delivering innovative design solutions and managing complex facility operations. With a strong foundation in spatial planning, aesthetics, and functionality, I bring a holistic approach to interior environments that align with organizational goals and enhance user experience. Over the years, I have successfully overseen space utilization, project management, vendor coordination, and workplace safety, ensuring optimal performance and compliance. My ability to seamlessly blend creative vision with operational efficiency makes me uniquely equipped to lead multidisciplinary projects that transform spaces and improve facility workflows.

Professional Experience

Walaa Insurance | Facility Support Senior Specialist | 2024-Present

- Strategically developed new facility modifications and plans ensuring future fulfillment of spaces for the corporate's offices
- Developed and supervised relocation plans ensuring operational efficiency.
- Involved the facility team to maintain hard and soft facility services as needed throughout maintenance loops.
- Participating in procurement sourcing for new vendors to enlarge suppliers list.
- Coordinated internal marketing and communication events to enhance employee's engagement.
- Implemented project management strategies to meet timelines and deliver quality measured outcomes.
- Conducted detailed reporting on facility operations and project progress.

Walaa Insurance | Facility Support Specialist | 2022-2024

- Supervised facility modifications, relocations, and renovations, ensuring operational efficiency.
- Developed new interior branded identity for the corporate offices that reflects on the vision of the company.
- Led procurement activities, sourced suppliers and services for various facility and admin needs, negotiated contracts for cost efficiency optimization.
- Coordinated internal marketing and communication events to enhance employee's engagement.

M Designs | Interior Designer/ Sales Coordinator | 2020-2022

- Designed and developed various residential and commercial projects.
- Conducted client consultations to deliver desired projects needs.
- Pursued new sales opportunities of design services through understanding clients needs.
- Managed site execution to ensure alignment with design specifications and quality standards.
- Created advanced 3D models and photorealistic renderings to support project presentations.
- Drafted, revised, and finalized architectural plans, meeting both functional and aesthetic goals.

Impact Engineering Consultations | Interior Designer | 2019-2020

- Designed and developed various governmental commercial projects.
- Created 3D models and renderings to support project presentations.
- Drafted architectural plans, sections and elevations to showcase the functional details of projects.

Al-Raed Engineering Consultations – Design Plus | Interior Designer | 2019

- Site visits and planning renovation projects inside the KFUPM
- Conducted client consultations to deliver desired projects needs
- Created conceptual 3D renderings to support project presentations.

Education

- **Southern Illinois University | College of Applied Science and Arts – Interior Design | 2016 – 2019**

Certifications

- **Facility Management Professionals (FMP) Accredited by International Facility Management Association | 2025**

Skills

Soft Skills | Leadership | Team Collaboration | Time Management | Problem-Solving | Communication | Critical Thinking | Adaptability | Decision-Making | Creativity

Hard Skills | Procurement and Vendor Relations | Contract Development and Negotiation | Project Planning and Scheduling | Budgeting and Cost Analysis | Supplier Coordination | Technical Reporting | Data Interpretation | Quality Control

Technical Skills | AutoCAD | Adobe InDesign | Adobe Photoshop | Microsoft Office Apps | Revit | 3D Visualization