**Haroon Rashid Dharsey**

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***Business Consultant / Senior Project Management Specialist / Senior Business Analyst***

***“Veteran, performance oriented, dynamic and self-driven Business Analyst and Consultant with 20+ years of working experience in diversified environment, maintaining a proven track record along with customer satisfaction. Proficient with the extensive knowledge of business planning, optimization of different processes and implemented evidence based approach in different projects. Demonstrated excellent communication skills, promoted coordination among the different departments and fostered a highly positive work culture”***

**~ Core Competencies~**

Business Reporting🟅Project Management🟅 Change Management 🟅PMO Management🟅Compliance & Risk Consultancy🟅 Implementation of Internal Processes & Procedures 🟅Problem Solving 🟅 Customer Relationship Management 🟅 Business Consultancy 🟅 Planning & Scheduling 🟅 Research & Analysis 🟅 Training & Development 🟅 Administration 🟅 Support Consultancy 🟅 Business Process Optimization 🟅 Scrum Master 🟅 Six Sigma Master Black Belt 🟅

**Career Highlights**:

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| * A professional with proficiency in project management and successfully completed different projects by covering different milestones. * Involved in managing the different business activities and set the targets for the different teams. * Paid special attention to team building, training & development and communication. * Emphasized on the customer relationship management and ensured that all the queries of the customers are responded. * Effectiveness in process improvement resulted in efficiency is time and costs savings. * Ensured that different business activities were in compliance with all the rules and the regulations. | **Key skills**   * Analytical and logical skills * Strong communication skills * Strong leadership skills * Adaptable * Conflict management and resolution skills   ***“More than 20 years of experience of working in diversified environments and delivered the desired results”*** |

Work experience

**KEY ROLES**

***National Maritime Academy (Jubail, Saudi Arabia)***

**Project Management Office Specialist Jan 21 to Apr 21**

* Developing processes and procedures for various business streams in the Academy. It is a newly established academy and requires everything to be established from scratch.
* Generating reports and dashboard creation for Support Services Manager and for the Managing Director.
* Focal point for various requests and activities as directed by Support Services Manager and by the MD. These are presented to Board of Trustees or for Client requests.
* Played a key role in developing the Strategic Management Plan for the Academy.
* Overseeing the planning and status reporting for the different facility projects in progress.
* Focused on the training and the development of the employees and took several important steps for increasing the overall growth.
* Develop the Scope of Work requirements for the various projects to be undertaken.
* Monitored the progress of the different activities and ensured that the whole plan is aligned accordingly.
* Interface between Management and the various divisions and work streams.

***Saudi Aramco (Khobar, Dhahran, Hawiyah PMT, Saudi Arabia)***

**Planning & Scheduling Analyst Jan 16 to Dec 20**

* Spearheading the coordination of construction projects for onshore wells and reading for production.
* Generating reports and dashboard creation for Project Manager and for Projects Controls Division.
* Acted as a key performer for collecting information for different construction stages and activities.
* Overseeing the monthly planning and load bearing for the different contractors completing the wells.
* Focused on the training and the development of the employees and took several important steps for increasing the overall growth.
* Monitored the progress of the different activities and ensured that the whole plan is aligned accordingly.
* Worked on SAP Procurement module, Enterprise Project Management (EPM) and Primavera P6 and other custom Aramco software.

**Business System Analyst Nov 14 to Jan 16**

* Fostered a positive work culture and enhanced the opportunities for the fresh talent.
* Analyzed and investigated about the Compliance Division servicing all of Project Management Team Departments including risk issues, audit issues and environmental protection department observations.
* Hosted different workshops and presented impressive presentations during the awareness sessions of Project Management department.
* Prepared different reports and re-engineered business processes and policies for the organization.
* Successfully led the business process mapping team consisting of the various subject matter experts’ members for achieving the overall objectives of the project.

***Self Employed, Cape Town, South Africa***

**Consultant and Project Manager Jun 07 to Nov 14**

* Responsible to oversaw all the operational activities and successfully led my team for achieving all the goals that were set.
* Oversaw different training and development activities.
* Managed a strong contact base for the customers and ensured that all the emails were responded timely.
* Orchestrated the supervision of the technical services and temporary staff.
* Ensured that the different communication activities were carried out properly and different phases of different projects were completed successfully.

**My Clients**

**Quintica (Cape Town)**  *June 2014 – August 2014*

***Senior Business Analyst/Consultant***

* Helped Vodacom in initiating a new service desk tool by substituting its presented schemes.
* Proposed uninterrupted solution and incorporation of organizations.
* Recorded the data of enterprise including touch points of assorted systems.

**Metropolitan – Finance (Cape Town)**  *April 2014 – May 2014*

***Senior Business Process Analyst***

* Expertly plotted all operational business processes and developments in the Finance department.
* Carried out the business development of different procedures for agreement.
* Professionally assisted the business units that are repositioning their offices and needed agreement and governance.
* Helped in distinguishing the various developments and reformation along with the job roles and functions for the staff members.

**Liquid Thought - Digital Business (Cape Town)**  *January 2014 – March 2014*

***Project Manager, Scrum Master and Senior Business Analyst***

* Proficiently performed my job of documenting applicable obligations for projects.
* Presented workable pieces of advises to clients.
* Managed sustainable relationships with clients.
* Worked on project management and implementation of internal work procedures of staff members.

**DPD Laser – e-Solutions (Cape Town)**  *September 2013 – November 2013*

***Project Manager and Senior Business Analyst***

* Acquired experience in aligning business strategies and business processes.
* Developed e-commerce business distribution of the company with particular reference to the operational situation of company’s service facilitator subsidiary.
* Aided subsidiaries in improving the courier and logistic business.

**Capespan South Africa (Cape Town)** *November 2012 – August 2013*

***Senior Business Analyst***

* Keenly versioned the mapping and materialization of Data Analytics, Business Intelligence and Business Processes.
* Worked on ERP Database, administration and custodian, and ERP systems.

**Engen Petroleum Limited: International Business Division (Cape Town)**  *July 2012 – October 2012*

***Senior Business Analyst***

* Successfully modeled different end-to-end business processes for the electronic card payment solutions
* Established different training documentation manuals for different processes during different projects in Mauritius, Malawi, Angola, Mozambique, Botswana, Zambia and Burundi

**SMC Enterprise, (Cape Town)** *July 2011 – June 2012*

***Project Manager – Consultant, Scrum Master and Senior Business Analyst***

* Served as a project manager and consultant, servicing different clients including **LexisNexis – DeedSearch, Old Mutual, Lexis ® Advanced, Vodacom** and **The City of Cape Town Municipality.**
* Successfully compiledBRS, URS, FRS, As-Is and To-Be analysis as well including different web applications used for the internal staff using SharePoint 2007 and 2010, asp, .Net
* Worked closely with the mentoring of staff and the training and development team

**Woolworths (Cape Town)**  *January 2011 – June 2011*

***Business Process Analyst***

* Worked for IT&S in HR department and used different modules of Oracle ERP system for the implementation in the business and worked on Oracle ERP system for the implementation in the business world for interfacing with the third-party vendors.

**Old Mutual: African Operations (Cape Town)** *June 2010 – December 2010*

***Business Process Analyst***

* Developed and devised different sales and distribution processes for the different marketing activities for Project Sunrise.
* Conducted the proper analysis for the sales and marketing strategy in Kenya and adapt for the market
* Maintained proper relationship with the different stakeholders
* Presented new ideas for adapting, according to the new environment and cultures

Education

**B. Com Information System and Management**

University of Western Cape, 2002

**Certified Scrum Master**

International Scrum Institute, September 2018

**Certified Six Sigma Master Black Belt**

International Six Sigma Institute, May 2020