

Leen Mansour Al-Harbi

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CAREER OBJECTIVE

Results-driven project management practitioner with hands-on experience as a Project Associate, complemented by a strong academic background in Management Information Systems. Demonstrated ability to develop and execute project plans, coordinate cross-functional teams, and analyze data to inform decision-making. Seeking to leverage expertise in project management and business analysis to drive successful project outcomes and enhance operational efficiency in a challenging role.

EDUCATION

Imam Abdulrahman Bin Faisal University 2024
Bachelor of Management Information Systems (MIS), Second-Class Honors GPA 4.47/5.00

WORK EXPERIENCE

Solution by 42 08/2024 - 08/2025
Software Engineering
Project Associate

- Led and supported multiple IT projects across all project lifecycle phases—from initiation and planning to execution, monitoring, and closure—ensuring timely and quality deliverables.
- Acted as a liaison between clients, stakeholders, and technical teams, facilitating clear communication and expectation alignment throughout the project duration.
- Contributed to the successful implementation and enhancement of projects through ERP systems, supporting both technical execution and business process alignment.
- Utilized tools such as Microsoft Project, and ERP platforms to manage resources, track milestones, and monitor budgets.
- Conducted risk assessments to identify potential project bottlenecks and developed proactive mitigation strategies to minimize disruptions.
- Assisted in the documentation of project plans, processes, and lessons learned to enhance organizational knowledge and support future project planning.
- Delivered performance analyses through KPIs and dashboards, identifying trends and recommending continuous improvement strategies.
- Facilitated status meetings and presented regular updates to senior management and stakeholders, highlighting key achievements, risks, and recommendations.

King Fahd University of Petroleum and Minerals (KFUPM) 01/2024 - 05/2024
Project Management Office and Business Analysis Unit
Cooperative Training

- Managed internal business projects using Oracle Fusion and coordinated team workflows through the OpenProject platform, gaining hands-on experience with enterprise-grade project management tools.
- Developed project charters, schedules, and Gantt charts using Microsoft Project to support planning and tracking of initiatives.
- Conducted a comprehensive feasibility study within the Business Analysis unit, assessing project viability and delivering actionable insights through collaboration with developers, UX designers, and business analysts.
- Evaluated and compared reporting tools such as Power BI and Tableau to improve data visualization, accuracy, and efficiency across departments.
- Delivered performance dashboards and contributed to project review workshops, providing strategic input on project health and reporting methodologies.
- Strengthened foundational knowledge of project management frameworks (e.g., PMBOK) and developed an understanding of key industry challenges and best practices.
- Played an active role in cross-functional discussions and initiatives aimed at improving project.

ACHIEVEMENTS

- Two Academic Excellence Awards, Imam Abdulrahman Bin Faisal University.

CERTIFICATIONS

- Attendance Certification in Project Management Professional Course (PMP).
- Attendance Certification in Certified Associate in Project Management Course (CAPM).

PARTICIPATIONS

- The First Research Exhibition, Imam Abdulrahman Bin Faisal University.
- The Entrepreneurial Bootcamp with Monsha'at.
- Scientific Research Paper on Artificial Intelligence in Arab Countries.

PERSONAL SKILLS

- Project Management.
- Data Analysis and Visualization.
- Critical Thinking and Problem-Solving.
- Business Process Improvement.
- Data-driven Decision Making.

TECHNICAL SKILLS

- Microsoft Office.
- Power BI
- Tableau
- SQL

LANGUAGES

- Arabic.
- English.