**Dr Salam Al-Bizri**

14 Seaward Tower, Trinity Green, Gosport, PO12 1HG, UK
Mobile: +77 65 95 62 51
Email:   bizrisalam@gmail.com
Skype : bizri_salam

## Key facts

I'm a native speaker of Arabic.

Arabic was the language of my studies at school and for my Bachelor's degree.

English was the language of my studies for my Master and Doctorate degrees.

I have more than 15 year translation experience from English to Arabic and vice versa.  My experience includes also reviewing translated materials and providing advice on the ethical and cultural adjustments necessary for Muslim and Arab audience.  I put great emphasis on ethics and cultural awareness issues as they are of paramount importance when transferring knowledge through academic programmes or developing published materials for marketing campaigns.

I have also significant experience working with online materials developers for Arabic-speaking markets.  I provide advice on the technical issues affecting development process such as text direction, contextual analysis, rendering and shaping, alternate numeric display, Hijri dates, character extenders for justified text, "logical vs. output" order, neutral characters, symmetric swapping.

## Translation Experience

### 2003 – 2013      Edexcel

Reviewing, correcting and editing of the Arabic translation of the SVU and Edexcel collaborative programme courses and units materials. Reviewing online educational materials and instructing IT developers about necessary changes and mistakes that need to be corrected.

Translating from English to Arabic all handbooks, QA documents, marketing materials and other educational and administrative documents used by SVU in relation to this collaborative programme.

### 2008 – 2009      Pearson Learning Solutions

Reviewing, correcting and editing of the Arabic translation of an online educational courses in Management Studies, Security Analysis and Yemen project.  Reviewing BME website and instructing IT developers about necessary changes and mistakes that need to be corrected.

### 1996 – 1998      Mace International

I have prepared their Arabic brochures, marketing materials and proposals.

18/08/2013

## Education and Qualifications

**1989 –1995**			**The University of Reading, Faculty of Urban and Regional Studies, Reading, UK:**

PhD Construction Management (1990 – 1995).  The objective of the research is to develop a knowledge-based software system to plan the design process.

MSc Course in Construction Management (1989 – 1990)

**1973 – 1978**			**The University of Damascus, Faculty of Civil Engineering, Damascus, Syria:**

BSc in Construction and Civil Engineering

## Key Publications

### Refereed journals

Al-Bizri, S. and Gray, C. 2010, Management framework for technology clusters implementation, Construction Management and Economics, 28 (7), 771-782

Gray, C. and Al-Bizri, S. 2007, Modelling trade contractor information production, Architectural engineering and design management, James & James (Science Publishers) Ltd, London, 3, 39-48

### Arabic journals

Al Bizri, S. 1997, ISO and the globalisation of economy (Arabic), Al Idari February 1997, Vol XXIII, No 2, pp 16-17, Dar Assayad, Beirut

Al Bizri, S. 1996, Professional management and development in the Arab World (Arabic), Al Idari November 1996, Vol XXII, No 11, pp 80-81, Dar Assayad, Beirut

### Chapter in a book

Gray, C. and Al-Bizri, S. 2013, The management of design, Chapter 12 in the "Intelligent Building: Design, Management and Operation", 2nd edition, Derek Clements-Croome (ed.), ICE Publishing, UK

### Conference proceedings

Gray, C. and Al-Bizri, S. 2009, Steps to consistency in management practice across multi organization construction project teams. In Bolisani, E. (ed. 10th European Conference on Knowledge Management. Università Degli Studi Di Padova, Italy, Academic Publishing International.

Al-Bizri, S. Gray, C. and Vaz, D. 2008, The management of the design of modern curtain wall cladding systems, ARCOM Proceedings of the 24th Annual Conference, 1-3 September 2008, Cardiff, UK, 2, 759-768

Gray, C. and Al-Bizri, S. and Atkin B. 2007, Web supported process management to achieve consistent international project team integration and performance, Proceeding of CIB World Building Congress 2007, Construction for Development, 21-25 May 2007, Cape Town, SA

Gray, C. and Al-Bizri, S. 2006, Developments of QFD to support decision making during the briefing process, Proceeding of Joint International Conference on Computing and Decision Making in Civil and Building Engineering June 14-16, 2006 - Montréal, CA, 2771-2780

## Career Overview

| 2011 – current | Full-time | The University of Portsmouth, School of Civil Engineering and Surveying |
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| 2006 – 2011 | Full-time | The University of Reading, School of Construction Management and Engineering |
| Lecturing in construction project management, technology clusters, design economics, numerical skills and economics and other engineering and project management related topics.  Published and reviewed various academic papers, supervised MSc and undergraduate dissertations, chaired examination boards, established progression and award systems.<br><br>MSc and CPD modules designer, co-ordinator and convenor, involved in the full cycle of course design, delivery and review in compliance with QAA quality standards.  Designing modules, setting its specifications, learning outcomes, learning outcomes coverage and assessment criteria.  Identifying suitable lecturers (academics and industry expert), discussing the learning outcomes with them and agree course materials and timetable. Producing marketing materials, identifying contact organisations and inviting delegates. Running the course and sitting in all lectures for feedback and future improvement. Modifying it for next time running in light of students and lecturers' feedback as well as my own assessment of the course. | | |
| 2003 – 2013 | Consultancy | Syrian Virtual University |
| Setting their academic standard and QA procedures in compliance with UK QAA and developed learning and teaching and implementation strategies for supported online delivery.  Responsible for the identification of potential progression routes, writing proposals, approaching UK universities and sitting on approval and review panels arguing the case for virtual learning environments. | | |
| 2008 – 2009 | Consultancy | Pearson Learning Solutions |
| Reviewing, correcting and editing of the Arabic translation of an online educational courses in Management Studies, Security Analysis and Yemen project.  Reviewing BME website and instructing IT developers about necessary changes and mistakes that need to be corrected. | | |
| 2000 –  2006 | Consultancy | Reading University, School of Construction Management and Engineering |
| Providing consultancy services, duties include conducting academic research projects, establishing MSc and CPD modular courses in compliance with The University of Reading academic requirements and QA standards, duties include design, development, delivery, regular evaluation and improvement and organising and running workshops. | | |
| 2000 – 2001 | Consultancy | Knowledge on Line, London |
| Helped in shaping their e-business strategies, implementing effectively web-based technologies and leading clients towards new models for business and ways of working. | | |
| 2000 – 2001 | Consultancy | PCM, London |
| Developed with PCM a framework for continuous process improvement. Investigating the structure of project team decision-making patterns to produce process maps for the design and construction process. | | |
| 1999 – 2000 | Consultancy | INTEC Management, Basingstoke |
| Capture their body of knowledge and create the infrastructure and develop the tools that help them to | | |

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| promote sharing it within the organisation. | | |
| 1998 – 1999 | Full-time | Ove Arup & Partners, Arup Project Management, London |
| Development of design management training aimed at strengthening Arup's design management processes so they remain at the forefront of best practise in the UK.  Development of project web sites and The Project Management Procedure Manual web site. Providing project management support to several project managers. | | |
| 1996 – 1998 | Full-time | Mace International, Middle East |
| Marketing project and construction management, preparing Arabic brochures, marketing materials and proposals, giving talks and writing articles for mutual understanding and cultural awareness. | | |
| 1995 – 1998 | Full-time | Mace Ltd, London |
| Applying theoretical findings developed during 6 years research at The University of Reading to Mace. Exploring new ideas in the application of knowledge based systems to the prediction of the design process so that a map of the process could be developed.  Developing customised value management, value engineering and benchmarking application using QFD strategic analysis. | | |
| 1991 – 1995 | Part-time | Reading University, Department of Construction Management |
| Research Assistant in design management and computer software courses. | | |
| 1987 – 1989 | Consultancy | NCR Corporation, Software Centre, Damascus, Syria |
| System Analyst:  Developing stock control system and various banking programmes.  Responsible for system design, programming, documentation and training. | | |
| 1978 – 1989 | Full-time | The General Company for Building, Damascus, Syria |
| IT and Planning Director:  Appointed for establishing and running the Computer Department (1982-1989). Development of projects planning system, stock control, human resources, finance and various statistic software systems. Responsible for optimisation of computer performance and development of technical level of employees.<br><br>Quantity Surveyor: in the Bureau of Studies (1979-1982) Preparation of contract documents.<br><br>Project Engineer: worked at various large complex projects (1978-1979) including Al-Fayhaa sports complex, Barzeh prefabricated housing development and Yarmouk Camp housing development. | | |