Mohammad Alrefai

Head of IT | Certified Consultant in Modern Technologies & Systems Development | MSc Project Management

I excel at leveraging AI to automate workflows, improve performance, and solve business problems.

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WhatsApp

Status: Open to full-time roles   Last updated: 24/09/2025

Executive Summary

Technical and managerial professional with 15+ years building and operating scalable digital platforms. Led automation and performance initiatives that improved task completion efficiency by 40% via the in-house TTS platform. Hold an MSc in Project Management from the University of Houston (2025) and an International Certified Consultant credential in Modern Technologies & Systems Development (2025). Provide technology consulting for companies and lead cross-functional teams to deliver high-quality products.

Experience

Head of IT — Almond Creative Group (08/2023 — Present)

- Built the in-house TTS task platform; improved efficiency by 40%.
- Developed domain email, GPS attendance, and secure e-forms solutions.
- Managed hosting, security, backups, and business continuity.
- Delivered technology consulting, API integrations, and DevOps practices.

Part-time Technical Consultant — Aarf Riyadh Agency | Huna Alriyadh Magazine (02/2015 — Present)

- Consulted on digital transformation, infrastructure, and security.
- Built and operated websites and web services supporting ads and analytics.

Technical Expert, Executive Secretary & Advisory Board Member — Badr bin Abdulmohsen Foundation → AlBadir Civilization Arts Co. (07/2017 — 05/2024)

- Managed technical & administrative operations and executive support.
- Digital archiving and coordination of meetings and initiatives.

Technical Support & E-Content Development — King Saud University (Deanship of E-Learning & Distance Education) (05/2012 — 05/2017)

- Led digital content support; trained faculty on LMS platforms.
- Produced e-lessons and user guides; supported accreditation.
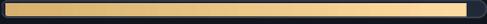
Key Projects

- TTS — in-house task management platform (Almond): reduced turnaround time by 40%.
- End-to-end platform for contests, raffles, payments, and invoicing.
- Secure e-forms and interactive verification platform (in development).
- "Basmat Baladi" Award — Ministry of Housing: platform development & operations.

- Hamad Bin Mohammed Al-Saidan Real Estate — corporate website build & operations.
- Game development — puzzle games, AR experiences, and team trivia games.
- GPS-based attendance system — HR reports integration.
- Custom email platform for private domains (in development) — SMTP/IMAP & DNS management.
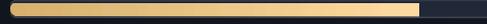
Education & Certifications

- MSc in Project Management — University of Houston — 19/08/2025.
- International Certified Consultant — Modern Technologies & Systems Development — American University of Science & Technology — 30/04/2025.
- BSc in Information Technology & Computing — Arab Open University.
- 35 hours PMP + technical courses (C++, Java, time management, negotiation, digital marketing).

Languages

Arabic — Excellent

English — Very Good

Technical Skills

PHP · Node.js · JavaScript · MySQL · HTML/CSS · REST APIs · Linux · Nginx/Apache · DNS/Email · Git · CI/CD · AI Utilization · AR Experiences · Back-end / APIs · Infrastructure & Security · Web Apps & Automation

Consulting & Services

- Technology consulting (digital transformation, information security, infrastructure & hosting selection, performance optimization).
- Phishing simulations to raise security awareness and assess readiness.
- Design and delivery of scalable digital products and interactive games.

Honors & Recognition

- Letters of appreciation from academic and cultural institutions (e.g., Arab Open University).
- Recognition from HRH Prince Abdulaziz bin Talal Al Saud.

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