

FATHALLAH ACHRAF

Project Management / Innovation

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PROFILE

A graduate of the Master’s in Innovation and Technology Management from ENSAM Rabat, I have a dual background in project management and information systems. With a strong focus on project delivery and process transformation, I aim to contribute to the structuring, monitoring, and successful delivery of transformation projects by coordinating stakeholders, analyzing business needs, tracking deliverables, and supporting teams throughout the implementation of solutions.

EDUCATION

Master’s Degree in Innovation & Technology Management, ENSAM Rabat	Sep 2024 - Jun 2026
Bachelor’s Degree in Management - Agdal Business School , FSJES Agdal , Rabat	Sep 2023 - Jui 2024
DUT in Computer Science & Business Management,High school of technology, Oujda	Sep 2021- Jui 2023

EXPERIENCES

Project Management Consultant - Maroclear	Feb 2026 - Aug 2026 Casablanca
- Contributed to a digital transformation and operational optimization project - Analyzed, modeled, and optimized business processes and organizational workflows - Coordinated meetings with business stakeholders and participated in project framing and monitoring - Developed BPMN models, functional documentation, and process support materials - Formalized recommendations, improvement actions, and performance indicators	
Project Coordinator - IntellCap SARL	Jul 2025 - Sep 2025 Rabat
- Participated in innovation project planning and delivery - Managed resources, schedules, and communication with stakeholders - Implemented reporting systems, reducing decision-making delays by 20%	
Business Analyst - Saiket Systems	Jun 2025 - Aug 2025 Remote
- Analyzed business data to identify trends, key performance indicators (KPIs), and opportunities for process improvement. - Designed and developed interactive dashboards using Power BI to support business monitoring and reporting. - Produced analytical reports and data-driven insights	
Digital Transformation Intern - ONEE Branche-Eau	Avr 2023 - Jun 2023 Oujda
- Developed a mail management application to reduce administrative processing time - Analyzed business needs and reduced document processing workloads - Optimized administrative workflows and supported digitization initiatives	
Administrative Assistant - ONEE Branche-Eau	Jun 2022 - Jui 2022 Oujda
- Verified invoices and entered payment data into SAP with 100% accuracy - Validated and ensured the reliability of payment files	

COMPETENCES

- Project Management, Business Analysis & Transformation:** IT project management and coordination, business needs analysis, requirements gathering and elicitation, stakeholder interviews, business process analysis and optimization, functional requirements and specifications, business requirements documentation, gap analysis, process modeling (BPMN), project planning and monitoring, deliverable and milestone tracking, stakeholder coordination, KPI monitoring and reporting, change management, and digital transformation support.
- Technical Skills & Tools:** ERP & Information Systems (SAP S/4HANA, Odoo, Dolibarr, PowerAMC), Project Management & Collaboration (Jira, MS Project, Confluence, Trello, Microsoft Teams, Notion), GRC & Process Management (MEGA HOPEX IRM & Audit, BPMN), Data & BI (SQL, Power BI, Advanced Excel, basic Python), Automation & AI (n8n, Make, Zapier, Generative AI), Design & Prototyping (Figma, Canva).

LANGUAGE

• French (Professionnel)	English (professionnel)	Arabic (langue maternelle)
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