SAED ISHAK

REAL ESTATE PROPERTY MANAGER | REGIONAL REAL ESTATE OPERATIONS (MEA)

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Summary

Senior real estate and infrastructure professional with over 20 years of experience supporting multi-country operations across the Middle East and GCC. Strong background in corporate real estate operations, portfolio oversight, landlord and tenant relationship management, lease coordination, and cross-functional stakeholder engagement. Proven ability to align space requirements with business unit needs, support regional real estate strategy, ensure operational compliance, and operate within structured corporate governance environments. Experienced in managing real estate operations for commercial offices, sales centers, and project show units in dynamic, multinational business settings.

CORE SKILLS & EXPERTISE:

- Corporate Real Estate Portfolio Management
- Space Planning & Business Unit Alignment
- Landlord / Tenant Relationship Management
- Lease Administration & Contract Support
- Real Estate Operations & Compliance
- Cross-Border Stakeholder Coordination (MEA)
- Internal Governance, Approvals & Reporting
- Real Estate Cost Control & Basic Financial Analysis
- Commercial Property Fit-Out & Handover Coordination
- Excel Reporting & Portfolio Dashboards
- Multi-Country Operations Support
- Vendor & Facility Coordination

Professional Experience

MENA Investment Alliance (Chinese-backed Real Estate Investment Firm) Dubai, UAE

Regional Real Estate Operations & Portfolio Lead (Sales & Assets) *2025 - present*

Lead both local and international operations for a Chinese-backed investment and advisory firm specializing in Dubai's luxury real estate sector. Founded the company's operational framework and business model to align with UAE market dynamics, and expanded its portfolio into advisory, valuation, and investment consultancy services.

Key Responsibilities & Achievements:

- Support regional real estate operations by coordinating office, sales-center, and showroom space requirements with internal business units and operational teams.
- Manage landlord and developer relationships for commercial offices, sales centers, and project show units across Dubai.
- Support lease negotiations, renewals, and commercial terms in coordination with legal and finance teams.
- Ensure fulfillment of lease terms and operational compliance with internal policies and local regulations.
- Coordinate fit-out, handover, and operational readiness of new offices and project show units.
- Prepare internal reports and portfolio updates for regional management, supporting mid-term and long-term real estate planning.
- Act as interface between internal stakeholders, property owners, and service providers to ensure smooth real estate operations.
- Built and managed the real estate advisory division, delivering comprehensive market studies, valuations, and feasibility analyses for high-profile developments.
- Developed and executed strategic business plans to strengthen the company's market position, profitability, and service diversification.
- Conducted property valuations, investment analyses, and feasibility studies for multiple residential and hospitality projects.
- Ensured compliance with RERA regulations and UAE real estate laws across all advisory and sales operations.
- Established and maintained key relationships with developers, investors, government entities, and institutional stakeholders.
- Monitored market trends and produced data-driven insights and recommendations for senior management and clients.
- Represented the company in industry events, exhibitions, and high-level client meetings, enhancing brand credibility and visibility.
- Directed financial performance and budgeting for the advisory and sales divisions, achieving AED 130 million in monthly sales (October 2025) and ranking the firm 2rd in DAMAC (Q3 2025).

Professional Experience (Continued)

Asasat Real Estate Dubai, UAE

Sales Manager (Commercial & Residential Real Estate)

01/2022 – 05/2025

Direct overall business operations, sales management, and growth strategy for mid-sized real estate firm specializing in residential and commercial properties. Oversee agent performance, developed go-to-market initiatives, and coordinated with investors, lenders, and developers to scale business volume across UAE.

Key Achievements:

- Supported operational management of commercial and residential real estate assets in coordination with developers, landlords, and regulatory authorities.
- Coordinated property readiness, handover processes, and documentation for commercial and residential units.
- Supported contract administration, commercial terms alignment, and client handover processes.
- Acted as a liaison between internal teams and external
- Increased revenue by 30% YoY through optimized pricing strategies, property repositioning, and portfolio curation.
- Managed and mentored team of 25+ consultants, resulting in over $10M in annual property sales.
- Built strategic alliances with developers and government authorities to unlock premium listings and regulatory efficiency.
- Conducted market segmentation and trend analysis to expand into underdeveloped zones, increasing total listings by 40%.
- Developed standardized training protocols and KPI dashboards that improved agent productivity and reduced turnover.training protocols and KPI dashboards that improved agent productivity and reduced turnover

Phoenix Sun Solar Panel Factory Damascus -Syria

Sales Consultant – Renewable Energy Division

01/2021 – 01/2022

Provided B2B sales for solar infrastructure projects in commercial, governmental, and industrial sectors. Collaborated with engineering, finance, and operations teams to craft customized proposals aligned with national sustainability objectives.

Key Achievements:

- Coordinated with engineering, finance, and operations teams on infrastructure and facility-related requirements for solar installations.
- Supported technical documentation, compliance processes, and project approvals for large-scale energy projects.
- Secured $2M+ in contracts within 12 months, including bids for 9MW and 3.2MW systems for public sector clients.
- Acted as technical liaison during proposal development and RFP processes, reducing approval turnaround time by 20%.
- Created client education packages on solar ROI and system lifecycle, increasing lead-to-close rate by 35%.
- Analyzed competitor offerings and restructured product positioning to improve market differentiation and win rate.

Al-Diwan United Contracting & Trading Damascus, Syria

Executive Director

01/2017 – 01/2020

Oversaw full-cycle delivery of infrastructure, construction, and renewable energy projects for public, private, and NGO clients. Directed financial planning, project management, and vendor coordination across multi-million-dollar programs with strict compliance requirements.

Key Achievements:

- Oversaw delivery of construction, infrastructure, and energy projects with strong coordination between technical, financial, and operational teams.
- Supported site readiness, facility delivery, and compliance with contractual and regulatory requirements.
- Managed multi-country stakeholder coordination with government entities, NGOs, and corporate partners.
- Delivered landmark projects including Jasmine Tower and Al-Doha Tower on schedule and within budget.
- Supervised over 15 energy and construction installations in collaboration with government ministries and NGOs.
- Launched 250CBM biogas facility, first of its kind in region, with full compliance to environmental standards.
- Implemented hybrid solar-powered traffic light systems across intersections, improving safety and energy efficiency.

Professional Experience (Continued)

Technology Engineers & Architects (TEA Corp) New Jersey, NJ

IT Sales Manager *01/2015 – 01/2017*

Led regional enterprise sales operations and technology solution design for clients in construction, engineering, and logistics. Developed new business accounts while optimizing internal sales processes and CRM use.

Key Achievements:

- Created and executed detailed sales forecasts and performance dashboards, driving 25% YoY increase in qualified leads.
- Built tailored IT solution portfolios for top-tier clients, improving account retention by 40%.
- Launched internal sales training series that decreased ramp-up time for new hires by 50%.

Private Contracting & Trading Group Middle East

Senior Sales Manager *01/2012 – 01/2015*

Directed business development, pricing, and market entry strategy for large-scale contracting services across GCC. Supported regional expansion and managed high-stakes negotiations with corporate and government clients.

Key Achievements:

- Penetrated two new national markets, resulting in 300% growth in active client base.
- Designed pricing models that balanced margin and volume growth during volatile commodity periods.
- Recruited and led sales managers in key markets including UAE, Qatar, and Kuwait

Al-Diwan United Contracting & Trading Damascus, Syria

Sales Director *01/2008 – 01/2012*

Headed firm's strategic sales planning and product development for government and private construction clients. Built client trust through consultative project planning and long-term relationship management.

Key Achievements:

- Opened sales pipelines with international procurement offices and multilaterals.
- Negotiated long-term supplier contracts, reducing unit costs by 12%.
- Participated in global trade shows and delegations to expand partner network and enhance brand visibility.

*Additional **3 years of experience as Sales Manager** at Al-Diwan United Contracting & Trading, driving market penetration across GCC through high-value B2B sales strategies and localized client engagement. Expanded regional revenue by 400% and built foundational partnerships that enabled long-term project acquisition.*

Education

DBA, Doctor of Business Administration | Specialization: Business Administration(Global Pathway) Switzerland– Zurich | 2026
MBA, Master of Business Administration | Major: Project and Strategic Management of Switzerland– Zurich | 2025
BBA, Business Administration | International Business Academy of Switzerland– Zurich | 2023
Bachelor of Science, Computer Science | American University of Kuwait
Mini MBA, International Business Management | International Business Management Institute (IBMI)

Relevant Projects

Al-Doha Tower (Project M63) and **Jasmine Tower (M76)** – Full residential tower development and delivery.
9MW On-Grid Solar System – Designed and sold to private industrial client.
3.2MW Solar System – Deployed for Ministry of Agriculture and Electricity.
12+ Solar Pumping Projects – Delivered in coordination with international NGOs.
Biogas Plant (250CBM Capacity) – First of its kind in region.
Solar Traffic Light Systems (Hybrid) – City-wide installation across Damascus.
Ramada Plaza Hotel Construction – Delivered for Al-Majesty Group (2008–2014).
The Deal-In App – Spearheaded concept-to-launch of Syria's leading classified ad platform.

Languages

Arabic: Native | **English**: Full Professional Proficiency | **German**; (Basic / A2 – progressing toward B1)

AVAILABILITY

Available for Dubai-based role with regional MEA responsibility
Willing to travel across Middle East & Africa