

MOUSTAFA SEBAA

GESTION & COORDINATION DE PROJETS — ALTERNANCE 



Anglais, C2

Français, C2

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EXPÉRIENCES

Porteur de Projet ESS – [#MyCareerIsOn](#)

 Oct. 2024 - Présent  Grenoble, France

- Simulations d'Emploi: combler le fossé entre les candidats et les employeurs.

Consultant auto-entrepreneur – [imShow.biz](#)

 Août 2021 - Avril 2024  Grenoble, France

- Modèles de présentation et de tableaux de bord: Présentation & Formation.
- Structuration et développement de contenu de formations d'onboarding.
- Optimisation de la stratégie digitale de +23 clients (site web, calendrier éditorial, etc).

Ingénieur R&D: Expériences et Analyse d'images – ISA BTP & UPPA

 Jan. 2020 - Sept. 2020  Anglet & Grenoble, France

- Développement d'un outil de détection d'endommagement des roches sur ImageJ.
- Equipe multidisciplinaire dans un environnement international.

Chef de projet événementiel – Jeunes Professionnels à NAEPEC

 Déc. 2018 - Nov. 2019  Alger, Algérie

- Close de 100+ contrats de partenariat médiatique – 15+ Sponsors et partenaires
- Grande collaboration: gestion, recrutement et Comités de Pilotage.

Ingénieur R&D: EOR Analyste – Centre R&D de SONATRACH Co.

 Nov. 2017 - Oct. 2018  Alger & Boumerdes, Algérie

- Essais expérimentaux et recherches bibliographiques.
- Application d'aide à la décision (logique floue).

Ingénieur Projet – SONATRACH & SCHLUMBERGER – Stage

 Jan. 2017 - Sept 2017  Alger & Boumerdes, Algérie

- Projet SLB-SH (3ans): diagraphie et tests de réservoir.
- Décliner le cahier des charges en un plan d'action sur MS Project (ganttt).

Ingénieur R&D: Systèmes énergétiques – SONELGAZ – Stage

 Fév. 2016 - Sept. 2016  Alger & Batna, Algérie

- Collection et analyse de données SIG.
- Identification du système énergétique le plus optimal pour différentes régions.

COMPÉTENCES

 **Gestion de projets et coordination**
Planification et structuration; Gestion des tâches, ressources, et de budget

 **Suivi des Performances**
KPI, Dashboard, Gestion des réunions, Reporting & comptes-rendus

 **Documentation technique et specs.**
Audit, rédaction des specs. et gestion documentaires

 **Méthodologie Agile - Scrum**
Travail en équipe en mode agile

 **Recherche et Veille technologique**
De l'identification à l'analyse

 **Méthodologie 6 sigma**
Optimisation de qualité et processus

 **Outils informatiques**

Windows

Linux

Microsoft 365

MS Project

SharePoint

Teams

Jira

Confluence

MATLAB

DIPLÔMES

 Master (MAE) Management et Administration des Entreprises
[IAE Grenoble](#) 2026

 Master (MSc) en Mécanique et Physique des Milieux Poreux
[ISA BTP](#) - [UPPA](#) 2020

 Master (MSc) en Récupération Assistée des Hydrocarbures (EOR)
Fluides et Énergétique - [USTHB](#) 2018

 Licence en Physique Énergétique
[Faculté de Physique](#) - [USTHB](#) 2016

QUALITÉS

 Empathie

 Force de proposition

 Curiosité intellectuelle

 Sens de l'engagement

 Vision

MOUSTAFA SEBAA

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CAREER HIGHLIGHTS

1. Demonstrated skills in coordinating projects, leading meetings, collecting and analyzing data, identifying and solving problems, and reporting the overall progress.
2. Ability to prioritize and coordinate multiple projects, and to transform strategies into plans, actions & clear messages.
3. Presenting the projects at their different stages to various audiences, and collaborating with multiple teams.

PROFESSIONAL EXPERIENCES

Project: Building an SSE initiative #MyCareerIsOn – Fontaine, France

Oct.2024 – present

Mission: bridging the gap between employers and candidates through job simulations.

Actions:

- Build a community with strong social awareness to employability and equal opportunities
- Build an online platform for job simulations.

Self-employed at imShow.biz – Fontaine, France

Aug.2021 – April 2024

Contracts & Projects (over 2 years):

- Created portfolio guidelines and 100+ project management presentation & dashboard templates, plus English delivery trainings.
- Designed and built 24 websites using Wordpress, Wix, Webflow, then track their SEO performances on Google Analytics
- Assisted 15 SME-businesses in building their brand including, structuring their projects and improving their digital strategies

R&D Engineer at University of Pau and Adour Countries & Institut Laue-Langevin – Grenoble, France

Jan.2020 – Sept.2020

Mission: Supply models with experimental data to build a tool that advises local authorities on the coastal erosion acceleration – EZPONDA European project

Actions:

- Developed a proof-of-concept with multiple experimental protocols and image analysis workflows
- Worked with multidisciplinary and international teams, and presented the work evolution over 20 meetings and 3 seminars

Events Project Manager at NAEPEC – Algiers, Algeria

Dec.2018 – Nov.2019

Mission: Promote the Conference section and encourage partnerships between industry and university

Actions:

- Conducted meetings with sponsors for conference programs and coordinated the edition of magazines and brochures
- Closed 100+ barter media partnerships, convinced 15+ sponsors for YP section, and gathered 650+ young professionals

EOR Analyst at Sonatrach R&D Center – Algiers, Algeria

Nov.2017 – Nov.2018

Mission: Assist decision-makers on the selection of the most suitable EOR technology for a given reservoir

Actions:

- Collected and analyzed a database of 620+ EOR projects based on 17 physical parameters (Excel, Tableau)
- Validated a combination of rules to be implemented into the software application using Fuzzy Logic with a roadmap for more features (MATLAB)
- Presented the work in an academic and industrial context to O&G peers, experts and DTD-Sonatrach management

Planning Engineer at Sonatrach / Schlumberger – Algiers, Algeria

Jan. 2017 – Sept. 2017

Mission: Provide an actionable plan for a 3-year Logging & Testing project for an oil reservoir of 268000 km² area and 229 wells

Actions:

- Mapped the technical operations, and planned the use of equipments and human resources
- Identified critical tasks with associated financial & operational risks, and drafted a 3-year operations plan on MS-Project (gantt)

R&D Engineer at Sonalgaz – Algiers, Algeria

Feb. 2016 – Sept. 2016

Mission: Identify the most suitable energy mix for a given region to meet their energy needs

Actions:

- Collected and analyzed GIS data and implemented forecasting models with scenarios of different energy storage techniques
- Collaborated with multiple teams to understand the global challenges with focus on gas-turbine power plants

EDUCATION

Grenoble IAE – Grenoble, France.

- Master 2 in Management and Business Administration (Executive MBA)

Jan. 2025 – June 2026

University of Pau and Adour Countries – Anglet, France.

- Master of Science: Mechanics and Physics in Porous Media

Sept. 2019 – Sept. 2020

University of Science and Technology Houari Boumediene – Algiers, Algeria.

- Master of Science: Enhanced Oil Recovery

Sept. 2016 – June 2018

- Bachelor of Science: Physics of Energy

Sept. 2012 – June 2016

SOFTWARE SKILLS

Management Tools: MS Project, Jira, Asana, Primavera. **Project Management methodologies:** Agile, Scrum, Kanban. **Simulation Software:** MATLAB, Python.

Client relationship management: CRM & SAP ERP. **Image Analysis:** Fiji - imageJ. **Collaborative work:** SharePoint, Teams, Drive, Microsoft Office Suite (Excel, Word)...

SKILLS

• Project Management • Sales & B2B Partnership • Research & technological intelligence • Communications • Leadership & teamwork

PERSONAL ACTIVITIES

• Volunteering • Hiking • Cycling & MTB • Running • Painting • Cooking