



- A versatile senior management with well-versed experience in business development, corporate strategy and strategic planning, partnerships, project management, sustainable management, risk management and stakeholder management.
- Vast working experience within various industry from, renewable energy, engineering and construction, education and biotechnology. Highly skilled in research and analysis, negotiations, problem solving, proposal, tender and contract management.
- Strong interest in policy, corporate governance, digitalization and sustainability.

# RAZIAH BINTI HAMDAN

**Mobile:** +6017 640 6900

**Email:** [raziah.hamdan@gmail.com](mailto:raziah.hamdan@gmail.com)

**Portfolio Link:**

- [Linkedin zie hamdan](#)

## Skill Highlights

- Business Development and Strategic Partnership
- Strategy/Corporate Planning
- Stakeholder Management
- Project Management
- Financial Modelling
- Sustainable Management
- Corporate Governance
- Research and analysis
- Risk Management
- Government Liaison
- Procurement, Tender
- Finance, Corporate Planning
- Contract and Negotiation
- Public Policy
- Microsoft Office
- CRM (Salesforce) Deltek (ERP)
- Oracle, SAP, Ariba, Zycus
- TQM, Kaizen, ICC/QCC
- Quality and Environmental Management System (QEMS) - ISO9001 & 14001

## Languages

Bahasa Malaysia and English

## Education

HELP University (expected completion Jan 2024)

**Masters of Business Administration**

University Technology Mara (UiTM)

**Bachelor of Administrative Science (Hons) (Public Policy & Admin)**

*GPA 3.67 (dean award) completed 3 Semester*

University of Malaya (UM)

**Diploma in Management (Executive)**

*Pass with credit (GPA 3.34)*

## Certifications

University of London - 2022

**Business Sustainability in the Circular Economy**

Institute of Professional Advancement - 2021

**Certificate in Contract Risk Management**

International Business Management Institute - 2021

**Program Diploma in Sustainable Management**

Malaysian Institute of Purchasing and Material Management

**Certified Procurement Professional (CPP)**

## References

References available on request

# WORKING EXPERIENCES

## THE MALAYSIAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS (MICPA)

MICPA is a professional accounting body which provides avenue for the accounting profession through holistic services and consultation, professional certification, technical and standards advisory.

Reporting to: Executive Director

July 2023 – Nov 2023 (Contract Basis)

### **Strategic Engagement and Stakeholder Interest (Senior Management)**

- Responsible to develop and execute long-term growth in terms of close engagement and building rapport with stakeholders relevant to the Institute's business direction and strategic partnership.
- Carry out action plans relating to stakeholder engagement in order to attain the strategic priorities and outcomes of the institute.
- Involves in strategic planning on business development, strategy rollup and action plan to increase portfolio value, positive P&L, product and process improvement.
- Seek and identify new opportunities alongside actively review on market trend, competitive analysis, risk assessment and any potential high value developments.
- Reestablish internal processes on scholar management to ensure the obligation to sponsors are met towards sustainable funding availability.
- Reporting and updates to sponsors and council on fund utilization, success rate and other issues.
- Actively contribute ideas on programme development and improvement and carry out research activities relevant to institute corporate strategy within the relevant industries
- Ensuring the corporate communications are well managed, to ensure internal and external communication strategies are consistent and positively promote corporate image and branding
- Actively participating in stakeholders' engagement activities, events, forums and other corporate initiatives to add value and strengthen the partnerships.

### **Project Involvements**

- ✓ Currently working on strategic engagement initiatives to strengthen partnerships with the approved training employer (ATEs) such as renowned audit firm including the "Big Four" and commercial organisation and sponsors from government related agencies.
- ✓ Promotional on sponsorship funds to potential scholars and work with various Universities across Malaysia, Australia and New Zealand.

## HELP UNIVERSITY (MALAYSIA) NOV 2022 - CURRENT

Feb 2023 – June 2023 (On Career Break)

Pursuing Masters of Business Administration (MBA) – Business Sustainability & ESG

- **Completed Challenge Test:**  
"A case study on ESG - Corporate Governance – Gucci/Kering: Designer Governance, Questionable Fashion"
- **Capstone Project Title (expected completion Dec 2023):**  
"Impact Investing on Renewable Energy in Malaysia: Aligning the Contribution Towards Socioeconomic Aspects"

## **DITROLIC ENERGY HOLDINGS GROUP (JAN 2020 – JAN 2023)**

Regional leader in clean energy solutions across Malaysia and Southeast Asia.

Reporting to: Group Chief Executive Officer

### **May 2022 - Jan 2023**

#### **Head of Utility Energy Solutions (Business Development/Strategic Partnership)**

- Heading and manage newly setup unit in business development for utility scale clean energy solution focusing on business expansion to SEA/Asia Pacific region market (Brunei, Thailand, Vietnam, Philippine, Bangladesh and Bahrain)
- Strategic plan on partnerships engagement and development, partnership structure and strategic approach on feasible and sustainable relationship and partnerships.
- Conduct market research on utility clean energy market and economic landscape, including land acquisition – to analyse the policy, procurement strategies, risk assessment (development, legal and financial aspect) and mitigation plan.
- Analyse project feasibility and carry out due diligence on commercial, technical and risk assessment. Utilized financial modelling to evaluate project financial returns and creates investment proposals on new business opportunity, land acquisition, corporate partnership through consortium and private-public partnership (PPP).
- Prepare acquisition/investment proposals on new business opportunity, land acquisition, project acquisition and structure corporate partnership agreement and power purchase agreement.
- Engage with authority on policy requirement and compliance on licensing, tax incentives and etc.
- Sustainable management, to ensure project investment and expansion plan is sustainable within those regions for business continuity.

### **Jan 2020 - April 2022**

#### **Head of Department - Business Development**

- As HOD, the role involves in strategic planning on company business plan's rollup and action plan to increase company value in terms of revenue, product improvement, quality service, process improvement, resource planning and working culture to achieve company's sustainability plan.
- Conduct market research on clean energy industry and economic landscape, analyse and understand government policy (local & international), system and technology, related ESG framework, RE procurement strategies, legal and financial aspect.
- Analyse project feasibility, carry out due diligence on commercial, technical and risk assessment. Utilized financial modelling to evaluate project financial returns and creates investment proposals on new business opportunity, land acquisition, corporate partnership through consortium and private-public partnership (PPP).
- Lead in strategizing winning possibility, negotiations, impact assessment, value proposition, tangible and intangible return for each proposal to meets client requirement as well as internal and external stakeholder expectations.
- Involves in negotiations for Power Purchase Agreement and work closely with legal to minimize legal impact and maximize commercial value of the project.
- Work closely with project finance to present to the board of Investment Committee (IC) and seek IC approval on project feasibility, bankability, project sustainability, legal and financial risk.
- Work closely with project and operation team to ensure project deliverables, comply with authority on policy requirement and compliance
- Plan and prepare departmental strategic plan, KPI, business continuity plan, risk assessment plan and process improvement to comply with company's standard operating procedure and ESG and sustainability objective.

- Manage and maintain positive relationship with key stake holders through positive engagement exercise, government liaison, corporate affairs, investor relations, corporate partnership, customer engagement, forum, conferences and webinar.
- Manage marketing communication, company portfolio and positioning in the market, preserve company confidentiality and assist to promote company's brand, product and services through social media engagement, events, webinar and strategic partnership.
- Prepare and maintain high standards reporting for C-Suite's and board of directors with data analytics and metric variation (using Power Bi)
- Managing key performance indicator by regularly review and updates CRM (Salesforce) on leads, opportunities and account management reporting for C-Suite and board member.

#### **Achievement/ Project Involvements**

- ✓ Lead and secured solar project portfolio close to 20MWp (20 years Electricity Sales through PPA model) at approximate development value of RM130mils.
- ✓ Secured multiple partnership through MOU with local and international partner in Bangladesh, Brunei, Thailand and Vietnam worth USD207mils in development value.
- ✓ Secured 3 land partnerships (380acres) for solar farm development with approximate investment value at RM47.8mils
- ✓ I have worked with notable client namely IHH Healthcare, Amazon Inc, Volvo Malaysia, USM,UTAR, Nippon Electric, DHL, Grameenphone (Telenor Group), CIMA, Recron (Reliance Group), and others.

#### **PEOPLELOGY DEVELOPMENT GROUP (JUL 2019- DEC 2019)**

Integrated people development solutions provider that focuses on enhance their skills, encourage growth and nurture talents through digitalization, ICT and IR4.0 related programme.

**Reporting to: Group CEO**

#### **Senior Manager – Business Development and Strategic Partnerships**

- Leading the business development and strategic partnership, specialize in government and multinational organization related portfolio, special projects and fundraising activity
- Identifying and pursue valuable new businesses to generate new revenue and to generate other sources of income through sponsorship, advertising fee and strategic partnership
- Drive revenue by navigating the client's interest, engaging key stakeholders, and ultimately closing the deal and assist CEO in managing contracts and fundraising activity.
- Special Programme development, prepare project proposal, undertake cost analysis; negotiation, oversee the bid process and contract management.
- To promote company branding, potential collaboration and corporate partnership through networking session, strategic engagement and strategic planning on marketing acquisition, market expansion, to promote branding and discharge social responsibilities.
- Managing leads and opportunities through CRM database.

#### **Achievement/Project Involvements**

- ✓ Collaboration programme with Implementation Coordination Unit (ICU) Prime Minister Office, Penang on Big Data Analytics (B40 Bumiputra Group in Penang).
- ✓ Collaboration programme with Westport under CSR initiative for SMK Pulau Indah, Port Klang on Python & PHP programming & Data Analytics development program.
- ✓ Corporate partnership project with UNITAR on Professional Certification (IR4.0 programme).

## **MY-PARTNERS GROUP OF COMPANIES (FEB 2016 – JUNE 2019)**

**Management Consultant on Corporate Advisory, Infrastructure Development and Education.**

**Reporting to Executive Directors and CEO**

**Senior Manager - Project Management Office**

### **Role - Business Development & Corporate Advisory (MyPartners Group)**

- Identify business opportunities (infra development) and stay abreast of industry trends and understand the competition.
- Assist ED & CEO in managing contracts, corporate financing and fundraising activity.
- Corporate engagement with respective clients, stakeholders and investor.
- Engagement with authorities, ministries office, government agencies, stakeholder, financial institute, investors and clients.

### **Role – Project Management Office (Skills Johor)**

- Manage and oversee the overall project development of TVET Hub & Mixed Development
- Oversee overall project planning, costing, authority requirements, tender process, negotiation and contract management. Tender committee and seats in project's Board Meeting.
- Leads in operational planning and costing, engagement with industry partner and other strategic planning for TVET hub to be fully operated by end of year 2021.
- Conduct market research on TVET industry and IR 4.0 requirement to suit the programme development in promoting TVET Hub.
- Work closely with TVET marketing team to manage programme content, branding, promotion planning and strategic partnership with key stakeholders for TVET Hub operational.
- Work closely with sales and marketing for Laman Iskandaria (task include risk mitigation, feasibility study, market research, promotions, branding and corporate communications)

### **Achievement/ Project Involvements**

- ✓ Project development of first TVET hub with approximate development value of RM108mils
- ✓ Assist in land acquisition of 490 acres for mixed development project value at RM1.21bil
- ✓ Awarded Systematic Parking Management project value of RM35mil
- ✓ District Cooling System collaboration project with KPRJ.
- ✓ Management consultant for the propose development of 500acres Eco Entertainment Theme Park with approximate development value of RM1.6bil

### **MALAYSIAN BIOECONOMY CORPORATION (2014 – 2015)**

A government-linked corporation focuses on Bioeconomy growth in Malaysia

Reporting to: Senior Vice President

#### **Business Development and Investment (AGBiotech)**

- Assist the SVP role in promoting FDI and DDI in the Agrobiotech sector. Nurturing and assisting agro-biotechnology related companies to start-up and commercialize their product and expand their business, via various government incentives and facilitates investors' market entry strategies, in-line with the National Biotechnology Policy (NBP).
- Conceptualise, plan and execute agrobiotech related projects and activities to facilitate and support the industry players in evaluating potential projects and investment opportunity.
- Provide professional advice to industry players on current agriculture and commodity market, market strategy, business roll out plan and business sustainable model.
- Work closely with BioNexus and funding team to access client product reliability, standards and policy, investment opportunity and funding eligibility.
- Conduct forums, training; provide support and initiatives with clients. Enter into an exhibition for Biotechnology Industry to promote Malaysia bioeconomy potential and growth.

#### **Projects Involvement**

- ✓ Organize and participate in International Conference on Agricultural Biotechnology in Abu Dhabi

### **TRC WORLDWIDE ENGINEERING, INC (2012 – 2014) (contractual basis)**

Multinational full-service Engineering and Project Management Consultancy (HQ USA, India)

Reporting to: Senior Vice President (Expatriate)

#### **Manager – Project Management Office**

- Coordinate and assist Project Director in managing the overall project development for Manipal International University (Nilai, Negeri Sembilan)
- Prepare evaluation and recommendation paper for board approval (project progress). Undertake cost and tendering process, analysis, negotiations and tender management.
- Managing project management cost via ERP (Deltek System) and prepare reconciliation report.
- Seats in Tender Committee meeting and Project's Board meeting for Manipal University.
- Managing and provide full administrative and financial support for the project and operational
- Managing overall operating budget and expenses; tabulate project/business development costing, cash flow and prepare reconciliation report (using MYOB system and M2E).
- Liaise with local authority, agencies & Ministry office to ensure obligation on policy and guideline
- Prepare company portfolio, marketing communications materials and managing services enquiries.

#### **Project Involvements:**

- ✓ Successfully delivered Manipal International University, Nilai project (as PMC) on 140-acres land at development value of RM120mils.
- ✓ Project development of Manipal International Hospital, Klang

### **MALAYSIAN BIOTECHNOLOGY CORPORATION SDN BHD (2006 – 2012)**

A government-linked corporation focuses on Biotechnology Industry Development in Malaysia

Industry: Biotechnology/Bioeconomy

Reporting: HOD, Evaluation and Funding - Client Support Services

#### **Senior Officer, Evaluation & Funding (Client Support Services)**

- Fund management for RM120mils Biotechnology Commercialization Grant (BCG) and Biotechnology Commercial Funding (BCF), budgeted under RMK9 and RMK10. The Grant is to be utilized for Biotechnology's industry commercialization (SEED Fund), international expansion (IBD) and research and development (RND)
- Supports and provide overall administration on the preparation of client specific applications for ensuring that all applications are to fulfil the BCG Approval's Committee (CTAG (Technical Committee) and CAG (Approval Committee).
- Analyse with due diligence on the grant application through client's proposal, financial projection and validate the bill of materials.
- Supports and engage with clients in providing various options, implications, and benefits as to their application requirements and the recommended method of processing their applications effectively and efficiency.
- Involve in the Grant Contract Agreement and draft reimbursement milestone table for as per CTAG approval. Facilitate and oversee grant disbursement and compliance, conduct site visit and audit and reporting to CAG Committee.
- Reporting to the ministry and authority department i.e MOSTI, EPU, MOF and other relevant agencies.
- Leads the BCG department to initiate standard operating procedure (ISO 19001) for grant application and setting up the compliance processes.
- Conduct forums, training; provide support and initiatives with clients. Enter into an exhibition for Biotechnology Industry.
- Update and Administrate funding report for the preview of EPU, MOSTI, MOF and other respective agencies.

#### **Achievements/Projects Involvement**

- ✓ Highly involve in BGC and BCF Manual and Guideline based on Policy Framework
- ✓ Main task team for Risk Management and BCP Programme development
- ✓ Main task team on oracle system development (e-procurement system)
- ✓ Recognized for 'exemplary effort and accomplishment 'SPOT Award' in 2009 & 2010.