

100077-MEC-5678CDEHMO-E-1990

MEP Technical Office Manager

Holds a B. Sc. in Mechanical Power Engineering and has over 31 years total experience for mechanical works. Area of work building services (HVAC, plumbing and firefighting) for residential, hospitalities, hotels and industries, water and wastewater treatment plants (for industries and urban) in technical office, pressure vessels design, pumping stations design, diesel power plants technical office and design. Has knowledge of project management, PMP study and with deep Egypt and Gulf experience.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 26/01/1968
Gender : Male
Marital Status : Married
Residence : Giza, Cairo

EDUCATION

: B. Sc. in Mechanical Power Engineering, Assiut University, 1990
: POST DEGREE OF MECHANICAL POWER ENGINEERING, Ain Shams University, 1994

LANGUAGES

Arabic : Native Language
English : Good

COMPUTER SKILLS

: Windows, MS Office, Internet

TRAINING COURSES AND CERTIFICATIONS

: Operation and Maintenance of Centrifugal Water Pumps (1995).
: Water Hammer in Oil Pipeline (1995).
: Excel Application (1998).
: Diesel Power Generation, Wartisla (2001).
: PMP training preparation to get PMP Certificate PMBK-4 (2010).
: LEED training and in progress to get LEED GA certificate (2011).
: RH for Non-HR (2015).
: Occupational Safety and Health Advanced Diploma (IASP) (2016).
: Risk Assessment & Hazard Control (IASP) (2016).

- : ISO 9001:2015 Internal Auditor (IASP) (2017).
- : Total Quality Management (IASP) (2017).
- : PMP training preparation to get PMP Certificate PMBK-5 (2017).
- : PMP training preparation to get PMP Certificate PMBK-6 (2018).
- : Environmental Management System, American University in Cairo (2001).
- : Design of Wastewater Treatment Plants, American University in Cairo (2001).
- : Environmental Engineering, American University in Cairo (2001).
- : Environmental Systems & Process, American University in Cairo (2002).
- : Environmental Impact Assessment & Environmental Auditing, American University in Cairo (2002).
- : Design of Wastewater Treatment Plants, American University in Cairo (2004).
- : Diploma in Environmental Engineering, American University in Cairo (2004).
- : Master Certificate in Strategic Management, Cambridge Collage, UK (2011).
- : Master Certificate in Project Management, Cambridge Collage, UK (2011).
- : Six Sigma Yellow Certification, MISP Training & Consultancy Dubai, UAE (2011).
- : Six Sigma Green Certification, MISP Training & Consultancy Dubai, UAE (2011).

CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From Jul. 2018 till Oct. 2021
- Employer** : ECO – Projects Engineering & Projects
- Project** : Several projects mostly in KSA
- Job title** : MEP Technical Office Manager
- Job Description** :
- Managing preparation of shop drawings and materials submittals.
 - Managing projects planning and scheduling.
 - Value Engineering.
 - Design and managing design of MEP works.
 - Lead, by example, the team of Mechanical Engineers by delegating work according to project priorities, technical challenges and contractual milestones.
 - Plan and maintain project budgets and schedule planning activities with team and managers.
 - Attend and lead progress & technical meetings, discuss and suggest technical proposals.
 - Take part in project and risk management reviews.
 - Coordinate between the construction and contractors' engineering teams ensuring that all requirements are conveyed clearly and delivered upon.
 - Coordinate with quantity surveyors or payment appreciations and change orders.
 - Review the shop drawings, Material Submittals with respect to the project Specification and Standards of practice.
 - Continually review the contractor's construction schedule during the progress of site works.
 - Review Contractor's proposed sub-contractor(s) associated with the

mechanical engineering packages.

- Support review of subcontractors' invoices, when required for technical assistance.
- Documenting project issues/conditions.
- Monitoring, coaching and developing Mechanical Engineering team members.
- Maintaining organized and detailed project records.
- Assure the contractor's Design and Material Deliverables are as per project Requirements.

Dates	:	From Nov. 2015 till Jan. 2018
Employer	:	PROGER S.P.A (Consultant & Management) - Riyadh, Saudi Arabia
Project	:	KAP 3 (11 Billion SAR)
Job title	:	Technical Office Mechanical Chief
Job Description	:	<ul style="list-style-type: none">• Review and coordination of mechanical engineering design submittals from contractors, as well as following up site supervision, design conflicts and variation orders for the MOI.• Review technical submissions and design layouts as well as material submittals from contractors.• Lead, by example, the team of Mechanical Engineers by delegating work according to project priorities, technical challenges and contractual milestones.• Plan and maintain project budgets and schedule planning activities with team and managers.• Attend and lead progress & technical meetings, discuss and suggest technical proposals.• Take part in project and risk management reviews.• Coordinate between the construction and contractors' engineering teams ensuring that all requirements are conveyed clearly and delivered upon.• Coordinate with quantity surveyors or payment appreciations and change orders.• Assist the Technical Office Manager on Technical and Department issues.• Review and approve the shop drawings, Material Submittals with respect to the project Specification and Standards of practice submitted by contractors.• Continually review the contractor's construction schedule during the progress of site works.• Review Contractor's material proposals against specified technical performance requirements and advise the Technical Manager on the appropriateness of the proposals.• Review Contractor's proposed sub-contractor(s) associated with the mechanical engineering packages.• Support review of subcontractors' invoices, when required for technical assistance.• Documenting project issues/conditions.• Monitoring, coaching and developing Mechanical Engineering team members.• Maintaining organized and detailed project records.• Assure the contractor's Design and Material Deliverables are as per

project Requirements.

Dates : From Mar. 2015 till Sep. 2015
Employer : SNC Lavalin, Egypt
Projects :

- Abu Oweikal Water Treatment Plant, Cairo
- Mena Zayed District cooling plant utilities - Abu Dhabi, UAE
- Edita Factory at 6 of October, Egypt

Job title : Mechanical Design Manager
Job Description :

- Managing mechanical design department.
- Making the mechanical Concept Design and detailed design.
- Sharing business development and marking.
- Witness client meeting and identifying his main requirement to proceed with design.
- Review and the detailed mechanical design and required specifications.
- Review material submittals and shop drawings.
- Making project schedules.
- Check and review contractor invoices.
- Check and solving the projects mechanical raised problems.
- Distribute the activities to the department team and identify the responsibilities of each team member.
- Follow up the projects progress and compliance with the projects' time schedules.
- Review and check the projects' variations for both design and construction.
- Follow up projects close-up document.
- Value engineering and projects' evaluations.
- Coordination with the others internal department, coordination with the different project's partners.

Dates : From Nov. 2014 till Feb. 2015
Employer : Uni-Tech, Cairo
Projects :

- Central Buildings, Armed Force, Cairo
- TIB Institute, Armed Force, Cairo
- Gymnasium building inside Air Armed Force Club, Cairo

Job title : MEP Technical Office Manager
Job Description :

- Managing and lead technical office team.
- Distribute the activities to department team and follow up.
- Making concept and detailed design for the design and built projects.
- Project evaluations.
- Witness clients' management meeting and projects progress meeting.
- Identify client requirements and coordination with the others contractors' management team.
- Projects' cost control and negotiations with suppliers.
- Project plans and time schedule.
- Follow up projects' progress and solving sites technical raised problems.
- Preparing materials' submittals and shop drawings for projects.
- Prepare project variations.
- Witness and coordination at testing and commissioning stages for the projects.

- Prepare projects' close up document.

Dates : From Feb. 2012 till Aug. 2014
Employer : Hydro-Consult, Cairo
Projects :

- Chips' Factory, Assiut
- RKW Factory, 6 Of October, Egypt
- MMOI hospital, Abha, KSA

Job title : Head of Mechanical Department
Job Description :

- Managing mechanical design team.
- Design of HVAC projects.
- Witness clients meeting and identify the client's requirement.
- Make the mechanical concept design and specifications.
- Projects supervision.
- Witness technical and progress meeting.
- Witness projects testing and commissioning.
- Review and check contractors' invoices and variations.
- Sorting and solving technical problems.
- Projects' evaluations.
- Project close-up document.

Dates : From Oct. 2008 till Dec. 2011
Employer : RED Engineering Middle East, Abu Dhabi - UAE
Projects :

- Yas Hotel, Abu Dhabi - UAE
- Najmat District Cooling, Abu Dhabi - UAE
- Capital Plaza, Abu Dhabi - UAE

Job title : Principal Mechanical Engineer
Job Description :

- Redesign issues for building services (HVAC, plumbing, firefighting and natural gas network) works according to site requirement.
- Review and check, shop drawings and technical submittals.
- Review monthly contractors' invoices, and evaluate variations.
- Follow up site work progress and compliance with specification and contract and time schedule.
- Witness tests.
- Project testing and commissioning and final reports for the whole project testing and commissioning.
- Check interfaces between the systems.
- Prepare project close document.
- Handing over the project to the client representative.

Dates : From Jul. 2007 till Sep. 2008
Employer : Hill International, Abu Dhabi - UAE
Project : Grand (Sheikh Zayed) Mosque
Job title : Senior Mechanical Engineer
Job Description :

- Follow up testing and commissioning and final reports.
- Coordination between project parties and all with owner.
- Project close up document.
- Handing over the project.

Dates : From May 2005 till Apr. 2007
Employer : MAPCO, UAE
Project : Twin Building, Abu Dhabi - UAE
Job title : Mechanical Project Engineer (Acting MEP Manager)
Job Description :

- Redesign of HVAC works (load calculations and prepare design drawings).
- Preparation of project schedule coordinated with the main contractor.
- Cost control with project dry cost limits.
- Preparation of shop drawings and material submittals.
- Preparation of monthly invoices.
- Negotiations with suppliers and placing orders.
- Evaluate and preparation of project variations.
- Testing and commissioning.
- Preparation of O&M manuals.
- Project handing over.

Dates : From Nov. 2003 till Apr. 2005
Employer : United Consultant, Doha - Qatar
Projects :

- Sketch Tower, B+G+14 (commercial and residential building) - design of HVAC and mechanical works
- Labor Camp-III at Mesaieed area for Qatar Petroleum Company - design of HVAC and mechanical works, Qatar
- Tourist Apartment Building B+G+14+Pent, Mr. Said Sumakh at Doha - Qatar
- Residential Tower B+G+16, Skh. Hanadi Nasser Al Thani at West Bay, design of HVAC and mechanical works
- Al Neama Residential Compound, Doha - Qatar, design of HVAC and mechanical works
- Coating and Store Hangar for Qatar Steel Company, Mesaieed, Qatar
- New Tank Regiment Compound for Armed Force, Duhaylat, Qatar
- Abd Al Ghani Tower (2 basement + ground + 25 stories, Doha - Qatar
- Shk Hamad Bin Jassiem Tower (2 basement + mezzanine + ground + 15 stories (commercial building)), Doha - Qatar
- Abd Al Fattah Tower (2 basement + ground + 14 stories (residential building)), Doha - Qatar
- Al Maha Complex at Bin Omran, Doha - Qatar

Job title : Head of Mechanical Department
Job Description :

- Design of HVAC, firefighting, plumbing works.
- Managing design and supervision mechanical team.
- Prepare project specifications and required electrical loads.
- Coordination with others systems.
- Evaluate project costs
- Supervision of installation works.

Dates : From Jan. 2000 till Nov. 2003
Employer : Alarm Group, Cairo
Projects :

- Polypropylene Pipes Factory for Egyptian German Company at Beni Suf

- El Hawamdia, waste water treatment plant
 - Miser Edfu paper factory, Aswan, Egypt
 - MDF Factory Naga Hammadi, Egypt
 - Diesel Power generation, RAS El Bar, Egypt
 - Diesel power generation, inside water plant Skh Zayed, Egypt
- Job title** : Technical Office Manager
- Job Description** :
- Managing and lead technical office team.
 - Distribute the activities to department team and follow up.
 - Making concept and detailed design for the design and built projects.
 - Project evaluations.
 - Witness clients' management meeting and projects progress meeting.
 - Identify client requirements and coordination with the others contractors' management team.
 - Projects' cost control and negotiations with suppliers.
 - Project plans and time schedule.
 - Follow up projects' progress and solving sites technical raised problems.
 - Preparing materials' submittals and shop drawings for projects.
 - Prepare project variations.
 - Witness and coordination at testing and commissioning stages for the projects.
 - Prepare projects' close up document.
- Dates** : From Mar. 1998 till Dec. 1999
- Employer** : Enviro-Cevic Consultant, Cairo
- Projects** :
- Design of Sewage Pumping Stations for El-Sheikh Zayed, Ras Gharb-2 Sinai, Egypt
 - Water pump station-2, New Cairo, Egypt
 - El Obour 6 & 7 Waste water pumping station, Egypt
 - El Shrouk Waste water pumping station
 - Egyptian American Car Factory production Hall ventilation, Cairo
 - New Cairo 5 & 6 water pumping station
- Job title** : Senior Mechanical Engineer
- Job Description** :
- HVAC, plumbing and pumping station design.
 - Prepare specifications and BOQs
 - Review and check material and shop drawings.
 - Witness test and commissioning.
 - Projects cost estimations.
- Dates** : From Feb. 1997 till Mar. 1998
- Employer** : Balfour Beatty, Alexandria
- Project** : Bibliotheca Alexandrina, Alexandria
- Job title** : HVAC Senior Technical Office Engineer
- Job Description** :
- HVAC load calculations.
 - Redesign works of air side systems.
 - Make-up air system design.
 - Prepare HVAC shop drawings.
 - Coordination with others systems.
 - Prepare technical materials and equipment submittals and equipment

selections.

- Dates** : From Aug. 1995 till Feb. 1997
- Employer** : Sanitaire Mechanical Engineers and Contractors, Cairo
- Projects** :
 - Romania Embassy, Cairo, Egypt (Cost Estimation)
 - American Collage, Maadi, Cairo, Egypt
 - Intercontinental Hotel Smoke control, Cairo, Egypt
 - Sheraton and Robinson Club Hotel, Soma Bay, Egypt
 - El Fouad Hospital at 6 of October, Egypt
 - Alexandria Library, Egypt
- Job title** : Technical Office & Tendering Engineer
- Job Description** :
 - Preparing shop drawing of HVAC, plumbing and firefighting.
 - HVAC calculations and design drawing.
 - Prepare material submittals.
 - Projects' cost estimation.
 - Witness tenders and negotiation.
 - Prepare as built drawings.
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- Dates** : From Apr. 1991 till Jul. 1995
- Employer** : Nabil Emam Engineering and Projects, Cairo
- Projects** :
 - Sonesta Sharm El-Sheikh, Sinai, Egypt
 - Agha Khan Towers, Cairo, Egypt
 - Feisal Bank, Dokki, Giza, Egypt
 - T3A head office
- Job title** : HVAC Engineer
- Job Description** :
 - HVAC installation supervision.
 - Prepare shop drawings and site required materials for HVAC.
 - Suppliers negotiation.
 - Managing installation site work.
 - Prepare monthly invoices and project variations.
 - Testing and commissioning of HVAC.
 - Handing over project to clients.
 - Coordination with others contractor.
 - Installation of DDC control system.
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- Field of experience** :
 - Operational Process Analysis.
 - Strategic Planning and Leadership.
 - Organizational Design and Development.
 - Project Planning/Execution.
 - Customer Satisfaction.
 - Multi-Site Operations.
 - Process Redesign.
 - Change Management.
 - Performance Management.
 - Total Quality Management.
 - Continuous Improvement of Operational processes/Standards.
 - Cross-Functional Team Leadership.
 - Financial Plan Development.

- Negotiation, Persuasion, and Communication.
- Training and Leadership Development.
- Problem Solving.
- Decision Making.
- Planning and Deployment of Operational Assets.
- Operating Infrastructure.
- Technical Skills:
 - Familiar with international, Gulf & local Mechanical standards (ASHREA, SMACNA, NFPA and BS).
 - Familiar with engineering software (Code Calc, VDP, AutoCAD 2014, E20-II, Elite and Primavera in addition to Microsoft supporting package).
 - Design of HVAC, plumbing, firefighting and pump stations.
 - Planning for MEP work projects and projects evaluation.
 - Study project budget and making cost analysis.
 - Preparing MEP time schedule and coordinate with others for project duration.
 - Prepare materials and shop drawings' submittals for approval.
 - Using Aconex.
- Management Skills:
 - Coordination with MEP works and others activities.
 - Check mechanical work design for verification (including calculation, equipment selection).
 - Prepare training program for site staff.
 - Follow up implementation of safety rules on site by our staff.
 - Follow up progress of work execution on site as per time schedule.
 - Project cost control & quality control.
 - Check quality of work as per requirements.