

Holds a B. Sc. in Civil Engineering and has over 16 years hands-on experience working in civil planning / project control field.

## **PERSONAL DATA**

Nationality : Egyptian  
Birth Date : 18/08/1984  
Gender : Male  
Marital Status : Married  
Residence : New Cairo

## **EDUCATION**

: B. Sc. in Civil Engineering, Mansoura University, 2006  
: Secondary Education: Mansoura Language School

## **LANGUAGES**

Arabic : Native Language  
English : Excellent

## **COMPUTER SKILLS**

: Windows, MS Office (Word, Excel), Internet  
: AutoCAD 2D  
: Primavera (P3 & P6)  
: Advanced SAP 2000

## **TRAINING COURSES AND CERTIFICATIONS**

: Professional Program in Project Management (PRMG) – AUC:  
• Management of Project Resources.  
• Project Planning and Control Techniques.  
• Bids and Contracts.  
• Project Budgeting & Financial Control.  
• Primavera Enterprise (P5).  
• Risk Management.  
: Completed the following courses in Promastar Cairo (Oracle):  
• Primavera project management Basic & advanced level.  
• Primavera Contract management (Expedition).  
: International Project Management Association (IPMA) – AUC.

- : Civil & Architectural Site Engineering course.
- : BIM Diploma from Cad Master.

## CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From May 2017 till now
- Employer** : Master Builder Group Development
- Projects** : Compound Pukka Project & River Green Clinic Mall Project & White 14 Business Complex Project
- Job title** : Owner Representative (Projects Control)
- Job Description** :
- Preparation of full program of Works (Logic, Resource and Cost Loading).
  - Updating Programs of works according to site data.
  - Attending progress meeting for monitoring project status.
  - Following up Subcontractors activities and highlighting any deviation and recommending corrective actions.
  - Handle client's requests/complaints (walk-in/call-in).
  - Follow up on cases with various departments until the issue is resolved
  - Handle unit transfers.
  - Occasional site visits with the clients.
  - Gather information from various departments to present a client's case.
  - Follow up contract documents and compared with IFC drawings.
  - Review consultant invoices and designer also contractors.
  - Preparing priced BOQ for the contractors.
  - Preparing master development schedule for the project.
  - Follow up modification of customer services regarding to drawings & contract document.
  - Providing vital inputs to daily and periodic project progress and status reports to top management and other stakeholders.
  - Monitoring, tracking and reporting project cash flow.
  - Planning and preparing man hour budgets, and schedules.
  - Preparing and submitting financial analysis reports.

- Dates** : From Mar. 2015 till Mar. 2017
- Employer** : United Company Pharmacy
- Projects** : POLARIS WAREHOUSE PROJECT INDUSTRIAL DISTRICT - 6TH OCTOBER, 10TH OF RAMADAN Pyramids Industrial Parks WAREHOUSE PROJECT
- Job title** : Owner Representative (Projects Control)
- Job Description** :
- Site actions & execution supervision:
    - Periodical site visits to follow up all execution stages included Maintenance works for sister's Company.
  - Technical office works:
    - Doing Value Engineering for Maintenance department & logistic Department to renew company branches & achieve the highest quality with minimum cost & time.
    - Follow up the execution of contractual commitments and preparing reports of periodical meetings.
    - Hold periodic meetings with subcontractors to follow up the

achievements & solutions for the problems happened during the execution.

- Check budget amounts spent during execution & ensure that it matches the agreed performance.

**Dates** : From Sep. 2013 till Oct. 2014  
**Employer** : Dara Engineering Consultants (Qatar)  
Dara Engineering Consultants is one of the leading consultants in Qatar, responsible for many projects of different types with governmental & non-governmental clients.  
**Job title** : Senior Planning Engineer  
**Job Description** :

- Coordinate with the project manager and different departments to ensure good execution of the plan.
- Create cash flow forecasts for each project planning and preparing man hour budgets, and schedules.
- Create variance reports (Schedule Variance and Cost Variance - usually Earned Value Method (EMV) is used for this) at various stages of the project to analyze deviations.
- Prepare realistic project schedule using appropriate tool such as Primavera.

**Dates** : From Dec. 2010 till Sep. 2013  
**Employer** : Saudi Oger Ltd.  
Saudi Oger Ltd. is a Mega contracting company ranked, the company is a subsidiary of the French Company Oger International.  
**Project** : Princess Nora University for Women (PNUFW) Project, Riyadh – KSA – EPCC (Engineering, Procurement, Construction and Commissioning): Construction of the largest Women University in the Middle East, including Academic Collages, Health & Sciences, Administrative Buildings, Research & Medical Centers, Housing Facilities, Support and Infrastructure.  
**Job title** : Planning Engineer  
**Job Description** :

- Maintain Master Project Schedule in alignment with project's overall business plan.
- Assist in development of WBS.
- Preparation of complete Project Management Procedures.
- Assist in preparation of Monthly Project Status Report.
- Provide periodic Scheduled reports for communication amongst all parties.
- Analyze and evaluate progress status, identify potential issues, identify corrective actions and impact to budget and schedule.
- Assist in validation of invoices.
- Utilize project controls tools to report Earned Value of project.
- Recommend appropriate mitigation actions.
- Review capital cost estimates and change requests. Report on effect of change requests on budget and schedule.
- Participate in project planning.
- Monitoring & controlling cash IN for the project, reflecting the areas of over budgeting & recommendation for corrective actions.
- Time & Cost Impact for Delaying Events & Complete Performance of time schedule & budget claim for Extension of time & extra requirement cost.

**Dates** : From Feb. 2009 till Nov. 2010

**Employer** : Alexandria Construction Company (ACC)

**Project** : Madinaty City, New Cairo  
(The project description is to construct a big complete city over 8'000 Fadden at the Suez-Cairo Road, estimated project duration is about 25 years and total costs 40'000'000'000 L.E.)

**Job title** : Planning Engineer

**Job Description** :

- Follow up all works in site and provide its updates in weekly reports:
  - Infra Structure projects (sanitary, water & firefighting, irrigation networks, electrical & telecom - finally road works) – time schedules loaded with resources (labor, equipments & material).
- Planning work:
  - Asset in preparing Master plans for repetitive structures & Infrastructure projects.
  - Determine & assign resources (material, labor & equipment) for projects.
  - Control project cash flow (cash in, cash out and net cash flow).
  - Prepare S- curves, cash-flow reports, cost analysis & cost control (Comparison Cash out Planned to actual).
  - Prepare plans to achieve every month target for each manager along with resources consumption reports needed every month.
- Reporting works.
  - Weekly Reports contains: Planning & controlling material, labor & equipment to monitor the progress of the project.
  - Monthly & annual reports to control projects and define the following month targets along with resources needed for each zone inside the project to be achieved.

**Dates** : From Jun. 2006 till Jan. 2009

**Projects** :

- Pharmacy building in Mansoura University (El Sharkawi for Construction Company)
- Mirage City & Kattameya Heights: Finishing Villas at New Cairo (Mabany Misr Constructions)
- Credit Agricole Egypt Bank – Downtown Branch, Aswan (Mabany Misr Constructions)
- National Société Générale Bank (NSGB) – Down Town Branch Cairo (Mabany Misr Constructions)
- Alexandria Bank – El-Manial & El-Bahr El-Azam Branches, Giza, Cairo (Mabany Misr Constructions)
- City View House Club, Alex. Desert Road, Cairo

**Job title** : Technical & Site Engineer

**Job Description** :

- Preparing architectural shop drawing.
- Coordinating with Structural / MEP Departments.
- Overseeing the implementation in the site.