

Holds a B. Sc. in Mechanical Power Engineering and has over 15 years hands-on experience, including 13 years working in procurement, technical office and material control.

## PERSONAL DATA

Nationality : Egyptian  
Birth Date : 01/10/1983  
Gender : Male  
Marital Status : Married  
Residence : Currently KSA

## EDUCATION

: B. Sc. in Mechanical Power Engineering, Menoufia University, 2005

## LANGUAGES

Arabic : Native Language  
English : Good  
French : Basics

## COMPUTER SKILLS

: Windows, MS Office (Word, Excel, Power Point), Internet  
: AutoCAD, Primavera, Oracle

## CHRONOLOGICAL EXPERIENCE RECORD

**Dates** : From Jun. 2020 till now  
**Employer** : PC Marine Services (KSA)  
**Project** : Construction & Marine Projects for all over the KSA  
**Job title** : Procurement Manager  
**Job Description** : I am the Contractor Authorized Representative for following all procurement activities:

- Handle a wide and complex variety of procurement duties related to material and equipment purchases.
- Good technical experience in Electro-Mechanical with a good commercial experience in order to be able to perform purchasing activities from local and international markets.

**Dates** : From May 2017 till May 2020  
**Employer** : MASCO - Mohamed Ali Alswilam for Contracting Co. (KSA)

**Project** : Infrastructure & Housing Projects for all over the KSA  
**Job title** : Senior Procurement Engineer  
**Job Description** :

- Prosecutions of a supplier base, creating partnerships where possible in a local and international environment.
- Administration regarding RFQ – PO – Contracts and Call-off for parts required.
- Responsible for the timely delivery of the goods according to the material requirement schedules of the production planner.
- Periodical evaluation of the supplier base.
- Responsible for the national and international logistics of the deliveries.
- Lead, coach, train and motivate the logistics coordinator.
- Arrange conferences between suppliers, engineers, purchasers, inspectors & other personnel to facilitate procurement process.
- Handling all necessary import and export duties with customs and forwarding agencies.
- Compare offers of at least three (3) different companies when purchasing local materials and services.
- Create new materials alternatives to ensure coordination with the Technical Office & the availability of the required materials.
- To provide data to Monthly Procurement Presentation and to prepare inventory reports.

**Dates** : From Jan. 2016 till May 2017  
**Employer** : SYSTECH Control System Technology Co., MASCO GROUP (KSA)  
**Job title** : Procurement & Contracting Department Manager

**Dates** : From Jan. 2012 till Jan. 2016  
**Employer** : SYSTECH Control System Technology Co., MASCO GROUP (KSA)  
**Project** : Water and Wastewater Treatment Plants Projects for all over the KSA  
**Job title** : Procurement Engineer  
**Job Description** :

- Procurement activities for turn key Electro-Mechanical projects.
- To review / assess technical specification, BoQ (Bill of Quantity) and drawings to determine suitable vendors and suppliers.
- Ability to analyze and evaluate all purchasing requisitions to ensure clarity and completeness in description of material and equipment.
- To review vendors and suppliers' quotations to determine best price and deliver date.
- Ability to prepare and issue requests for quotations to qualified vendors as per company's approved vendor list.
- To review quotations of identified technical and commercial specifications received from the vendors and suppliers.
- To prepare & issue purchase orders in accordance with selected suppliers, price and technical specifications.
- Strong negotiation skills with suppliers to ensure that target prices, company's terms and conditions are met.
- Detailed planning and reporting activities related to procurement.
- Prepare comparative analyses documents related to specs, price, delivery conditions and mode of transportation.
- Coordinate various technical reviews with projects and end users with

demonstrated ability to maintain effective working relations as a team member.

- Make contracts for subcontractors and follow up their progress.

**Dates** : From Jan. 2011 till Dec. 2011  
**Employer** : MEGA for Construction & Industries  
**Project** : Damietta Power Station (4x125MW) Gas Units  
**Job title** : Technical Office Engineer (Coordinator & Material Control Engineer)  
**Job Description** : Scope of Work: Construction of 4 Simple Gas Cycle units (500MW).

**Dates** : From Mar. 2010 till Dec. 2010  
**Employer** : ALMAKHALED Trading & Contracting Ltd. Co. – KSA  
**Project** : Amana Office Building  
**Job title** : Mechanical Inspector (Consultant Engineer)  
**Job Description** :

- Owner Authorized Representative for following all construction activities, release the shipments from the contractor's facilities to the site and review all submittals & transmittals for approval.
- Reviewing all submittals and transmittals from contractor & consultant.
- Supervision of Fabrication of HVAC ductwork, pipe work, welding and installation.
- Material checking and inspection on site.
- Supervision of Preparation of trenches, bedding and installation of drainage system.
- Supervision of Installation of Water supply and Fountain systems.
- Supervision of Installation of fire protection, fuel oil system.
- Supervision of Installation of mechanical equipments according to approved submittals.
- Ensuring of applying safety and quality procedures at the project site.
- Checking the contractor's documents, material submittals, drawing Submittals, and method of Statements ...etc.

**Dates** : From Nov. 2008 till Mar. 2010  
**Employer** : KAHROMIKA  
**Project** : EI-Tebbin Thermal Power Station (2x350MW), CP-106 & CP-118  
**Job title** : Technical Office Engineer (Coordinator & Material Control Engineer)  
**Job Description** :

- Study all packing list & prepare how to store it.
- Make MRR for all arrived material to site.
- Make MMR for any missing material.
- Make MER for any extra material.
- Make MTR for any material transfer to another part.
- Make MDR for any damage material.
- Follow up of all the erection work & sequence (CP-106 & CP-118).
- Check all the materials with the drawing and contract (before sign MRR).
- Check all the material lists (spare parts list & special tools list).
- Follow up the erection progress and updating of the activities daily for the client.
- Controlling of all document's revision for the project.

- Review all the materials delivered to the site and check it with drawings.
- Reviewing all the isometrics drawings and take all information like (no. of field welds, Dia inches, spool no., material classification to follow up the work at site according to hydro test priority.
- Prepare the lifting plan for all equipment & heavy lifting work.
- Prepare the method of statement for all the erection work according to specification of client.
- Extra work monitoring.

**Dates** : From Apr. 2006 till Oct. 2008  
**Employer** : Armed Forces  
**Project** : Military Service  
**Job title** : Maintenance Engineer (Heavy Equipment Engineer)  
**Job Description** : Maintenance of heavy equipment.