

101653-MET-45DESVix-E-2017
Instrument Technical Office Engineer

Holds a B. Sc. in Mechatronics Engineering and has over 3 years of experience in oil and gas projects in Egypt and in technical studies of instrumentation especially valves and actuators (electric – pneumatic – hydraulic).

PERSONAL DATA

Nationality : Egyptian
Birth Date : 10/04/1994
Gender : Female
Marital Status : Single
Residence : Ain Shams, Cairo

EDUCATION

: B. Sc. in Mechatronics Engineering, Ain Shams University, 2017

LANGUAGES

Arabic : Native Language
English : Very Good

COMPUTER SKILLS

: Windows, MS Office (Word, Excel), Internet
: Solid Works 3D Cad Design Software
: Primavera (P6) - Project Management
: C programming

TRAINING COURSES AND CERTIFICATIONS

: Industrial Automation, Mas Automation Company (70 hours) (Jul. 2021).
: DCS (Distributed and Control System), Alex Training Center (25 hours) (Jul. 2020).
: Instrumentation and Control, Alex Training Center (40 hours) (Feb. 2020).
: Primavera (P6) – Project Management, AUC (40 PDUs) (May 2019).
: Embedded System Diploma, IMT School (160 hours) (Apr. 2018).
: Embedded System for Automotive, IHUB (ASU) (20 hours) (Aug. 2016).
: PLC (Programmable Logic Control), IHUB (ASU) (20 hours) (Jun. 2016).
: UTW Course (Round 6), ECG (80 hours) (Nov. 2014).
: Online training on AUMA products (2 Days) (2021).

- : Course of First aids, Emergency medicine, Soft medical skills, Revive Center (Oct. 2020).
- : 3 days Petroleum skills workshop, Oil and Gas skills center (OGS) (Mar. 2016).
- : Internships at:
 - Arab International Optronics (AIO) (1 month) (Sep. 2017).
 - Benha Electronics (1 month) (Sep. 2015).
 - Arab Organization for Industrialization (APECO factory) (1 month) (Aug. 2015).
 - Peugeot (Abu Rawash) (1 month) (Sep. 2014).
 - Petroleum Arrows Company (1 month) (Aug. 2014).
 - Egypt Air (1 month) (Jul. 2014).

CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From Oct. 2020 till now
- Employer** : ATEC (Sole Agent for AUMA in Egypt, Sudan and Libya) – Cairo
- Job title** : Instrument Technical Office Engineer
- Job Description** :
- Technical studies of instrumentation especially valves and actuators (electric - pneumatic - hydraulic).
 - Study all AUMA Actuator products (Multi-turn - Part-turn actuator - Fail-Safe unit) also Gearboxes and all accessories (Control unit - Coupling - etc...).
 - Dealing with all types of valves (Ball - Gate - Globe).
 - Coordinate and implement studies for several projects' requirements.
 - Study contracts and assesses the technical options.
 - Liaising with suppliers.
 - Site surveys, implementing designs and test procedures.
 - Using computer-aided design/modelling software (Solid Works).
 - Presenting designs to managers and clients.
 - Writing reports and documentation.
 - Providing technical advice to the sales team and clients.
 - Plan and define the resources required to perform duties.

- Dates** : From Jan. 2018 till Feb. 2020
- Project** : Egyptian Refining Company (ERC), Mostorod
- Job title** : Completion Engineer
- Job Description** :
- Review the EPC contractor mechanical completion manual and monitoring the commissioning schedule.
 - Coordinate instrumentation construction activities and conduct meeting and walkthrough to monitor the site daily construction progress for field instrumentation installation
 - Coordinate Site Acceptance Test (SAT) and functional test for all process control systems to assure all logics are satisfied before start-up.
 - Engage with contractor for arrangement of MC (Mechanical Completion) walkdowns / punch list and approval of contractor's procedures for mechanical completion dossiers.
 - Report MC progress to the MC Lead for distribution.
 - Coordinate review and approval of Instrument & Control Document

Handover from Contractor to Company.

Technical Skills:

- Instrumentation.
- Process Control.
- Actuators.
- DCS.
- PLC.
- Embedded System.