#### 102028-CVL-CE-E-2011

### **Technical Office Engineer**

Holds a B. Sc. in Civil Engineering and has about 6 years experience working in construction and technical office.

#### PERSONAL DATA

Nationality : Egyptian
Gender : Male
Residence : Qena

### **EDUCATION**

B. Sc. in Civil Engineering, Aswan University, 2011

#### LANGUAGES

Arabic : Native Language

English : Very Good

#### COMPUTER SKILLS

: Windows, MS Office, Internet

: Civil 3D: Primavera: AutoCAD 2D

# TRAINING COURSES AND CERTIFICATIONS

: PRMG® Diploma, American University in Cairo (AUC).

Benaa Academy Training course, Technical Office Engineer preparation.Professional Engineers site diploma, Instructor Eng. Hassan Kandeel.

# CHRONOLOGICAL EXPERIENCE RECORD

Dates : From 2021 till now

**Employer** : United Group Integrated Consulting

**Project**: National Universities Project (main contractor), Qena

Job title : Technical Office Engineer

Job Description : • Preparing Abstracts and Quantity Take off Reports for main contractor

and subcontractors.

Reviewing Structural Workshop Drawings.

• Preparing weekly and monthly works follow-up reports.

Preparing coordinates between architect and civil drawings.

Submitting RFI, MIR, Site Clarifications,...etc.

**Dates** : From 2018 till 2020

**Employer** : Euro Advance Contracting Company

Project: Daman Building Tower Project (main contractor), Silicon Oasis - Dubai,

UAE

Job title : Senior Site Civil Engineer

**Job Description**: • Responsible for implementations and monitoring of all civil works.

• Following up on the quantities of supplied materials on the site.

• Estimate, prepare and assign resources such as manpower, materials equipment, tools, etc., required for all works prior to execution.

Coordinate between Subcontractors.

Preparing Abstracts and Quantity Take off Reports for main contractor

and subcontractors.

• Submitting RFI, MIR, Site Clarifications,...etc.

**Dates** : From 2017 till 2018

**Employer** : Abanoub Association for general contracting

Project : Featured Housing Project (sub-contractor), El-Shorouk City - New Cairo

Job title : Junior Site Engineer

**Job Description**: • Responsible for implementations and monitoring of all civil works.

• Following up on the quantities of supplied materials on the site.

• Coordinate with Consultant's representatives for any site instructions and

inspection of work.

**Dates** : From 2016 till 2017

**Employer** : El Ekhlas for general contracting

Project : Low-cost Housing Project (sub-contractor), Badr City - New Cairo

Job title : Junior Site Engineer

**Job Description**: • Responsible for implementations and monitoring of all civil works.

• Following up on the quantities of supplied materials on the site.

Coordinate with Consultant's representatives for any site instructions and

inspection of work.