

Holds a Diploma in Technology Development and has more than 16 years' experience working in document control and data entry.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 01/07/1981
Gender : Male
Marital Status : Married
Residence : Cairo

EDUCATION

: Diploma in Technology Development, Electricity Division - The Work's University, 2001

LANGUAGES

Arabic : Native Language
English : Good

COMPUTER SKILLS

: Windows, MS Office (Word, Excel), Internet

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Jun. 2022 till Oct. 2022

Employer : LMS Construction Company

Projects :

- Wethaq Project
- Capital Heights Project

Job title : Document Controller

Dates : From 2007 till Feb. 2022

Employer : Power Generation Engineering and Service Co. (PGESCO) & BECHTEL

Job Description :

- Mail Center: Data Entry (Arabic & English) - Safety Support - Record Management - Document Controller - Project Administrator - Assistance Engineering at 53 Electric power.

- Production & Generation Plants: Cairo North I & II Power Station, Cairo West Power Plants 650MW & II (Cairo), AbU Qir Power Station 750MW (ALEX), Sidi Krir Power Station 750MW (ALEX), El Ain El Sokhna Power Station 750MW & 650MW, El-Kureimat I & II & III Power Station (BENI

SUEF), Assiut Power Station 650MW, El-Atf Power Station 750MW (DAMANHOUR), South Helwan Power Station 3x750MW (BENI SUEF), Suez Power Station 650MW, New Capital Power Station 3x750MW, Banha Power Station 750MW, Al-Shabab Power Station 750MW (ISMALIA), Damietta Power Station 750MW, Talkha Power Station & New Benban solar production complex Aswan, Owynat East, Ras Ghareb, ...etc.

- Note: The minimum project period is 3 years and the best follow up of any project from A to Z. To maintain constant communication with the work team residing on the site knowing that the Site Managers are Foreigners not Egyptians.
- Fully familiar with the work of contractors in receiving and delivering all documents and reviewing drawings, as I have worked with more than 100 contractors.