105014-ELE-56CDEMQ-E-2014

Operations Manager

Holds a B. Sc. in Electrical Power & Machines Engineering and has more than 8 years' experience in designing, developing and maintaining Electro-Mechanical systems and components to required specifications. Has a consistent track record of successfully completing projects from the concept and detail of the design through to implementation, testing, commissioning and handover.

PERSONAL DATA

Nationality : Egyptian Birth Date : 02/04/1988

Gender : Male Residence : Cairo

EDUCATION

B. Sc. in Electrical Power & Machines Engineering, Ain Shams University,

2014

: Specialized Diploma (Electronic devices), Mataria Institute of Technology,

Cairo, 2007

LANGUAGES

Arabic : Native Language

English : Good French : Fair German : Fair

COMPUTER SKILLS

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

: AutoCAD for drawing electrical circuits

: Dialux for electrical lighting distribution

: Electronic Work Bench MultiSim Program for simulation and drawing electrical circuits

MATLAB Ver.R2010a Program for simulation and drawing electrical circuits

Eagle 6.3.0 drawing Electronic circuits

: Proteus 7.0 (ISIS, ARES) Program for simulation and drawing Electronic circuits

: MikroC pro for PIC ver. 4.15 Micro-Controller programming

TRAINING COURSES AND CERTIFICATIONS

: Microsoft Dynamics AX (2016).

- : Electrical Low Voltage Designing (2015).
- : Operation and maintenance the Low voltage substations (2015).
- : Basic knowledge of programming of PLC Siemens S7-200 using LAD (2015).
- : Basic knowledge of classic control panel designing (2015).
- : Intermediate knowledge of operation and programming the AC and DC motor drives (2015).
- : Training as Installation and Operation Electrical Engineer in KYR for Light Current System Company (2014).
- Energy Control National Center Summer Course (2013).
- : Micro-Controller Programming Course at Artronix Company (2013).
- A circuit designer in CORD Academy competition 2 for routing PCB of Fighting Robot (2010).
- : Trainee Electrical Engineer at Global Shell Company (2009).
- : A circuit designer in CORD Academy compitition1 for routing PCB of Line Tracking Robot (2009).
- : How to make a Robot at Cord Academy (2009).
- : Summer Training Course at Global Shell Company (2009).
- : A circuit designer in Mataria institute for routing PCB of Production line Meter using Proteus (2007).

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Jul. 2021 till now Employer : German University in Cairo

Job title : Services & Facilities Quality Assurance Operations Manager

Job Description

My role is ultimately responsible for guaranteeing the quality of the provided services. The day-to-day work involves careful inspections and the enforcement of quality standards. Other essential duties and responsibilities in quality assurance include:

- Documenting and reporting the service levels agreement SLA.
- Developing and implementing standards for inspection.
- · Working on making an asset list.
- Working on inserting a software ticketing system to track the problem and the spare part if needed from the initiation through the ordinary path (purchasing, technical inspection, warehouse, installing) taking the time into the consideration.
- Plan, conduct and monitor testing and inspection of the provided service and spare parts to ensure finished service quality.
- Developing a workflow for service inspection.
- Developing plans to help a university manage and reduce waste.
- Communicating with other team members to solve problems.
- Following up with the appropriate channels when mistakes are found.
- Training other quality insurance members on all inspection processes.
- Managing, support and directing the contractors for getting the utmost acceptable result.
- Investigate customer complaints and non-conformance issues with laws and regulations.
- Analyze data to identify areas for improvement in the quality system.

- Identify training needs and organize training interventions to meet quality standards.
- Monitor risk management activities.

Evaluate audit findings and implement appropriate corrective actions.

Dates : From Jan. 2015 till Jun. 2021

Employer: ContrackFM Co., Cairo

Job Description

- Project: ADCB HO & 15 Branch, Mohandseeen (Facilities Management) (Jun. 2020 – Jun. 2021) (Project Leader): Leading the technical team for performing all the maintenance tasks, Electrical, light current, plumbing and HVAC PM, CM and TOB for the building.
- Project: J.V Metito-Orascom, Pyramids Heights Alex. desert road "Hazem Hasan" (Construction "Renovation") (Oct. 2019 May 2020) (Project Manager): Leading the technical office & execution teams in the construction. Departments (HVAC, Arch., Elec., Light Current), Monitoring and control that all the works are executing according to the time plan, preparing all the required document to be ready for submitting, prepare the Electrical and light current shop drawing and as built, cost control, submitting the quantity survey sheets for the whole invoice.
- Project: CIB-HQ-Building 1-SV, Smart Village 6th of October (Construction "Renovation") (Apr. 2019 Nov. 2019) (Site Manager): Pricing the Elect. and LC BQO, preparing the BOQ for tendering, implement the (shop drawing, as built) for the Elec. and LC departments and approve them by the consultant, leading the teams onsite and working on solving any upcoming problem, ensure that all the H&S procedure executes. smoothly and staff safe, handing over the owner and the consultant the works and work out any. comments rapidly, submitting the quantity survey sheets for the elect. and LC invoice.
- Project: Mr. Naguib's Villa, Nile City Towers (Construction "Renovation") (Dec. 2018 – Mar. 2019) (Electrical & Light Current Site Engineer): Implement the (shop drawing, as built) for the Elec. and LC departments and approve them by the consultant, leading the teams on site and working on solving any upcoming problem.
- Project: Triangle Group, Qattamya (Facilities Management) (Nov. 2018 Feb. 2019) (FM Engineer): Leading the technical team for performing all the maintenance tasks, Electrical, light current, plumbing and HVAC PM / CM for the building.
- Project: ORA, Nile City Towers (Construction "Renovation") (Aug. 2018 Sep. 2018) (Electrical & Light Current Engineer): Implement the (Design, shop drawing and as built) for the Elec. and LC departments and approve them by the consultant, leading the electrical and LC teams for performing all the required tasks for the project, full responsible for the site.
- Project: ITOUCHO Bank, Nile City Towers (Construction "Renovation")
 (Jun. 2018 Jul. 2018) (Electrical & Light Current Engineer): Implement
 the (Design, shop drawing and as built) for the Elec. and LC departments
 and approve them by the consultant, leading the electrical and LC teams
 for performing all the required tasks for the project, full responsible for
 the site.
- Project: Rencap, Nile City Towers (Construction "Renovation") (Apr. 2017 Jun. 2017) (Electrical & Light Current Engineer): Implement the (Design, shop drawing and as built) for the Elec. and LC departments

- and approve them by the consultant, leading the electrical and LC teams for performing all the required tasks for the project, full responsible for the site.
- Project: Nile City Towers, Cairo (Facilities Management) (Mar. 2017 Nov. 2018) (Light Current Section Head): Leading the light current department, create LC PM / CM for the Nile City Complex, handling all the sub-contractors who are responsible for may systems (PABX, MATV, CCTV, ...), Responsible for Studying the Tender from the requester, preparing all the required document to be ready for submitting, Prepare the technical offer based on the design, prepare commercial offer included the incoterms.
- Project: Nile City Towers, Cairo (Facilities Management) (Mar. 2017 Nov. 2018): Electrical Engineer, responsible for the MEP works in shifts and the rotation of the technical department schedules.
- Project: Cairo Festival City Mall, 5th Settlement (Facilities Management) (Jan. 2015 – Mar. 2017): Electrical Engineer, responsible for the MEP works in shifts and the rotation of the technical department schedules.

Duties:

- Low voltage design.
- Electrical Load calculations.
- Implementing electrical shop drawing.
- Ensuring that all the shop drawings are executed precisely according to the code.
- Implementing electrical as built drawing.
- Implementing Quantities Survey sheets.
- Run and Following up all Preventive and Corrective Maintenance of: L.V, M.V substation 6 switchgears around (40 MVA) of power D.Ps of all the towers rooms, and sub-panels also, reaching to the final load panel ATS and PFC panel to keep it ready all the time.
- Following up L.V's and M.V's substation readings periodically.
- Following up the Chiller's readings periodically.
- Following up the pumps' readings periodically.
- Keep staff safe.
- Ensuring the procedures are carried out safely.
- Responding appropriately to emergencies or any urgent issues and dealing with the resulting consequences.
- Inspecting building to identify maintenance issues related to the infrastructural.
- Assist performance team in troubleshooting.
- Participate on root-cause failure analysis (RCFA) discussions.
- Assist the department manager with document preparation, product research, calculations and inspection of relevant projects.
- Give the recommendations and proposals for adding or modifying any something wrong in the towers.
- Responsible for managing the maintenance service and repairs in the areas of plumbing, mechanical, fire/life safety, elevators, machines, HVAC or electrical servicing.
- Reporting on any big problem occurs during the shift like power cutting off, pump out of service and so on to all engineering management members to collaboratively.
- Analyzing the daily readings of the distribution transformers and give the appropriate advice if needed.
- Following up the status of UPS and IT rooms take the necessary

action if needed.

- Sending a daily shift report including all the shift events.
- Dealing with AX Dynamics for making exchange permission of raw materials and PRs.
- Contacting with accredited agents for adding any new modification or replacement for any spare part like Forced Ventilation for transformers.

Dates : From Aug. 2014 till Jan. 2015

Employer : KYR

Projects : Baraka Bank, UNB, Railway Hospital, Shatby Hospital, CIB Shaikh Zayed,

... (Cairo, Giza and Alex)

Job title : Electrical Installation Engineer

Job Description : Installing, testing and commissioning all the light current systems (CCTV,

FACS, FM200 system, Intrusion, Nurse call, Access system, Queening

system).