

106448-CVL-DG-E-1989
Project Manager / Senior Resident Engineer

Holds a B. Sc. in Interior Architectural Design and a B. Sc. in Theatrical Decoration Design. Has over 24 years experience in Architectural design, site supervision & inspection of multi-trade projects as well as co-ordination between different contractors & sub-contractors working on site.

PERSONAL DATA

Nationality : Egyptian
Birth Year : 1968
Gender : Male
Marital Status : Married

EDUCATION

: B. Sc. in Interior Architectural Design, Helwan University, 1989
: B. Sc. in Theatrical Decoration Design, Helwan University, 1995

LANGUAGES

Arabic : Native Language
English : Fluent
French : Fair

COMPUTER SKILLS

: Windows, MS Office (Word, Excel), Internet
: AutoCAD and Modeling Software (AutoCAD 2D & 3D, 3D Max and Adobe Photoshop)

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Jun. 2012 till now
Job Description : Freelance Work, Architectural design, interior design and supervising the implementation of the following:

- Five Residential Buildings located in Me'rag City - El-Maadi - Cairo:
 - Architectural design for the apartments.
 - Interior design for the entrance.
 - Facades design
- Five Residential Apartments located in Me'rag City & Laselky street - El-Maadi - Cairo:
 - Architectural details for the apartments.
 - Interior design for the apartments in addition to kitchen design.
- Two Duplex Villas located in El-Maadi - Cairo:
 - All Architectural design.

- Interior design.
- Landscape Design.

Dates : From Jan. 2012 till Jun. 2012
Employer : Hassan Alam Sons - Cairo
Project : ALEGRIA RESORT
Job title : Executive Manager
Job Description :

- Construction management and supervision of 900 luxury villa compound including golf resort, admin & recreation facilities, infrastructure utilities, power and water plants, roads including soft and hard landscape works on desert road.
- Directing, monitoring and coordinating all construction works and finishing work.
- Follow up of progress of works and co-ordination between all sub-contractors working on the project. Planning and updating time scheduling programs.
- Preparation of both client and sub-contractor payments.
- Auditing usage of materials and accordingly placing material requests in proper time to ensure continual work progress taking into account material availability in market and shipment if needed.
- Evaluating sub-contractor bids to identify sub-contractor offering recommended quality at budgeted rates. Enforcing obedience to safety regulations.
- Reviewing safety manuals.
- Leading project staff contains all sections to execute the work in highest quality in optimum time with less cost. Preparation of progress and cost reports.
- Attending client meeting.

Dates : From Nov. 2009 till Nov. 2011
Employer : Décor (Arch. Omar El Ghoneimi)
Project : El Nargis Compound - Turnkey Project
Job title : Project Manager
Job Description :

- Construction management, progress monitoring and planning.
- Attending progress meeting with project manager, consultant and contractors as to monitor work progress and issue minutes.
- Planning monthly targets and following up the construction sites according to international specifications with required quality.
- Co-ordination between contractors working on site.
- Responding to the contractor's technical queries.
- Monitoring progress of works on site and preparing monthly progress reports to the employer.
- Contract Administration handling all correspondence with all parties involved in the project, progress and coordination meetings.
- Active monitoring of construction quality standards and safety implementation.
- Evaluation and plans to guarantee progress conditions according to daily and monthly progress plans and schedule.
- Preparation of variation orders both for time and cost.

- Issuing of all interim payments for all contractors.
- Submitting monthly data of performance parameters to the upper management.
- Prepare presentations and coordinate on-site meetings with sub-consultant and contractors.
- Handle contractor' payment invoices and administered termination documents.

Dates : From Jun. 2008 till Oct. 2009

Employer : Darko Construction Engineers & Contractors

Projects :

- CREDIT AGRICOLE Egypt Bank, Carrefour El Maadi Branch
- CREDIT AGRICOLE Egypt Bank, Domyatt Branch
- CREDIT AGRICOLE Egypt Bank, El Minia Branch
- BNP Paribas Bank, Al Azhar Street Branch
- BNP Paribas Bank, Abas El Akad Street – Nasr City Branch
- Alwatany Bank of Egypt (AWB), El Mohandseen Branch
- Alwatany Bank of Egypt (AWB), Hurghada Branch
- Limitless (International Real Estate Development Company – Dubai World), Nile City Towers – Cornice El Nile

Job title : Project Manager

Job Description :

- Handling all contractual issues and correspondences.
- Follow up of project progress schedule.
- Monitoring progress of works on site and preparing monthly progress reports to the employ.
- Follow up of progress of works and co-ordination between all sub-contractors working on the project.
- Responding to the sub-contractor's technical queries.

Dates : From Jun. 2006 till Jun. 2008

Employer : Al Beeah (Saudi Consultant Office in Cairo)

Job title : Head of Interior Design Dept.

Job Description : Interior design for the following projects:

- Al Eskan Almoyassar.
- Cancer Center.
- Al Saudian Embassy in Al Geria.
- El Faleh Tower.
- Royal suits in King Faisal Hospital.
- The Saudi European Hospital.
- Prince Salman's Hospital.

Dates : From Apr. 2005 till Jun. 2006

Employer : Mass Group for Consultants, Engineering & Landscape

Job title : Head of Interior Design Dept.

Job Description : Interior design & Facades for the following projects:

- Sun Shine Resorts (Sharm El-Sheikh).
- Belair Resort (Mokattam – Cairo).
- Miss Egypt Village Hurghada.
- Zoser Resorts (Sahl Hashish – Hurghada).
- Dreams Beach (Marsa Alam).

Dates : From Jan. 2003 till Mar. 2005
Employer : Noor East Co. for Marble & Granite (Import & Export)
Job title : Production Manager
Job Description :

- Receiving marble blocks & examining them, then sending them to Gang Saw to be cut to slabs of 2cm or 3cm thickness.
- Supervising of all operations including cutting, polishing and chamfering.

Dates : From Dec. 2001 till Dec. 2002
Employer : Sakr Moon
Job title : Executive Manager
Job Description : Supervising, following-up and preparing all workshop details for the following projects:

- Main Food Mais – Air Force Institute in Alex.
- The National Security Building in the police Academy Building (C).

Dates : From Nov. 1998 till Nov. 2001
Employer : Mahfouz's Office for Architect & Construction
Job title : Project Manager
Job Description : Supervising, reviewing and preparing all workshop details for the following projects:

- NSC Bank, Maadi Branch.
- Suez Canal Bank, Mourad St., Giza Branch.
- Suez Canal Bank, Maadi Branch.
- Islamic International Bank, Dokki Branch.
- Egyptian Saudi Financial Bank, Mohandseen Branch.

Dates : From May 1998 till Oct. 1998
Employer : El Alfy for Marble & Granite
Job title : Project Manager
Job Description : Supervising and preparing all workshop details for the following projects:

- Egyptian Borsa House, Down Town.
- Constitutional Supreme Court, Cornish El Nile, Maadi.
- Government Print House, Darassa.
- International News Agency, Hoda Sharaway St. Down Town.
- New Administration Building for Suez Canal Bank, Garden City.

Dates : From Aug. 1994 till Apr. 1998
Employer : Marble Art (Eng. Hossam Zeitoun)
Job title : Chief Designer
Job Description : Producing, following up the interior architectural projects at all phases and preparing all workshop details for the following projects:

- Mme. Hasnaa's Villa in Mansorya.
- Mr. Ahmed Osman's Villa.
- Mr. George Ayoub Adly's Villa.
- Dr. Laila A. Moneim's Apartment.
- The police sports center (VIP Hall).
- The Playgrounds of Cairo University.

- Two villas in Mirage City.

Part time jobs:

- Ghaly Office (as Chief Designer): Preparing preliminary design and workshop details for the following projects:
 - The pier in Soma Bay, Hurghada.
 - The villa of Sawsan Badr, El-Sheikh Zaeyd.
 - The apartment of Nour El-Sherif, Mohandseen.
 - The apartment of Abd El-Rahman El-Abnoudy, Mohandseen.
- El-Fagr for Consultants (as Chief Designer): Preparing preliminary design and workshop details for the following projects:
 - The Orchid Hall, Air Force Defense house.
 - The Administrative building for El-Nasr Co. for car industry.
 - The show area for El-Handaseya for manufacturing vehicles in Cairo INT'L Fair (Won the first position as an open show room).

- Field of experience :**
- Construction management, progress monitoring and planning review.
 - Contract Administration handling all correspondence with all parties involved in the project, progress and coordination meetings.
 - Comfortable in communicating at all levels with key stakeholders including the Client, Contractors, Consultants and Government Agencies as necessary.
 - High levels of personal integrity, flexibility and cultural awareness. Ability to remain calm under pressure and to set priorities for team members.
 - Proactive and forward thinking.
 - Technical & Commercial assessment of all variations or EOT, technical handing over and account closing.
 - Construction supervision and team leader for all discipline engineers, cost controller including approval of all shop drawings, materials and subcontractors.
 - Competent monitoring of all quality control and safety procedures accompanied with excellent coordination and engineering skills.
 - Preparation of reports for the company and the client.
 - Management of the foreign and local specialized sub-consultants team, Liaison with Client Site representatives & local authorities.