

102081-ELE-CE-E-2005
Senior Technical Office & Procurement Engineer

Holds a B. Sc. in Electrical Power & Machines Engineering and has over 11 years hands-on experience and track record of achievements across contracting, power T&D, operational sectors and heavy industrial projects.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 01/07/1983
Gender : Male
Marital Status : Married
Residence : Mokattam, Cairo

EDUCATION

: B. Sc. in Electrical Power & Machines Engineering, South Valley University, 2005

LANGUAGES

Arabic : Native Language
English : Fluent

COMPUTER SKILLS

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

TRAINING COURSES AND CERTIFICATIONS

: Microsoft Package Excel, Word, MS Project, Outlook and ICDL (from Oct. 2005 till Jan. 2006).
: AutoCAD, Control (from Oct. 2007 till Mar. 2008).
: Projects planning and scheduling.
: Projects Resources management.
: Projects cash flow Budgeting and Financial control.
: FIDIC Forms of Contract course (Jan. 2013).
: ISO 9001:2008, ISO 14001-2004.
: Summer trainings at:

- Dishna Factory of Sugre (Jun./Jul. 2001).
- Aluminum Factories Group (Aug. 2002, 2003 & 2004).

CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From Jun. 2013 till now
- Employer** : Elofoq for Trading & Contracting
- Projects** :
- Hurghada City Center
 - TB-2 Cairo Air-Port
 - New Giza University Ph.1, Desert Road, 6th of October City
 - New Giza University Ph.2, Desert Road, 6th of October City
 - Cooker Factory 3 (Plot-129), 10th of Ramadan
 - Namaa Administration Building (Plot-75), 5th district, New Cairo
 - Namaa Administration Building (Plot-77), 5th district, New Cairo
 - Cedar Factory, Sadat City, Monoufia, Egypt
 - Sheraton Hotel, Cairo, Egypt
 - Beit Elkhebra administration Building, Elmaadi, Cairo, Egypt
 - Cartoon Factory, 10th of Ramadan
 - Roots Steel Factory, 6th of October City
 - Raya 133 Office Building, 5th district, New Cairo
 - Raya Plaza, Elsheiqh Zaid City
 - National Bank of Egypt, Cairo University Branch Tower, Giza, Egypt
 - Logistica Factory, 6th of October City
 - Nacita & Adcom Project, Smart Village, 6th of October City
 - Redico Building Project, Smart Village, 6th of October City
 - Concordia Building Project, Smart Village, 6th of October City
 - Elmehwar Building Project, Smart Village, 6th of October City
 - Future University, 5th district, New Cairo
 - Majarrah Project Ph.1, Elsheiqh Zaid City
 - Majarrah Project Ph.2, Elsheiqh Zaid City
- Job title** : Senior Technical Office & Procurement Engineer
- Job Description** :
- Review contract with project documents and put plan for executions.
 - Contact for suppliers, review & update all offers with project document, then get the best one which meet specification, budget, schedule and other contractual requirements.
 - Provide all technical material submittal (for the offers win above) to engineering to get the approval, then we can finalize the contract with supplier and proceed for manufacturing and or supply the material to project.
 - Procurement for electrical systems & equipment for Power & L.C work.
- Dates** : From Jun. 2011 till May 2013
- Employer** : Elofoq for Trading & Contracting
- Job title** : Tender Engineer
- Job Description** :
- Study project documents and send it to suppliers and follow him to send the best offers which meet project specifications and consultant requirements.
 - Make technical and financial comparison for all offers comes from Manufactures, suppliers or contractors hence take the best one with our pricing and do this for all activities of project.
 - Make plan for execution of project which will be benefits for project cost and pricing.
 - Complete all tender package requirements for both financial and

technical offer hence send there to employer or consultant.

- Follow up the result of tender and do any requirements to win for this tender.

Dates : From Apr. 2008 till May 2011
Employer : Elofoq for Trading & Contracting
Projects :

- Kattameya Down Town Project, 5th District, New Cairo (from Nov. 2010 till May 2011: Electrical Senior Site Engineer)
- (B121- ITIDA) Project, Smart Village, 6th of October City (from Apr. 2008 till May 2009: Electrical Site Engineer and from Jun. 2009 till Oct. 2010: Electrical Senior Site Engineer)

Job title : Site Engineer
Job Description :

- Control and manage all manpower & material at site.
- Coordination and follow up all projects activities i.e. Electrical, HVAC, Mechanical, Firefighting and instrumentation.
- Coordinate with all organization departments as civil, mechanical, electrical, procurement and finance.
- Review all projects schedule, cost and site reports.
- Drive the contracts between subcontractors, consultant and owner.

Dates : From Jul. 2006 till Sep. 2007
Employer : Egyptian Army
Project : Military Service (Workshop No. 5 for Armor Clad – Abbaseia – Cairo)
Job Description : Quality Control Engineer for Department of Inspection (Needs Branch).

Dates : From Feb. 2006 till Jun. 2006
Employer : SIAC
Project : Beverly Hills Village, Sheik Zayed – 6th of October
Job title : Electrical Under Training Site Engineer

Field of experience :

- Planning and organizing.
- Ability to motivate and influence others.
- Results, Growth & profitability oriented.
- Cost & Quality awareness.
- Change management.
- Innovation, Creativity and strategically.
- Strategic thinking.
- Problem solving and decision making.
- Leadership and Project Management.
- Strong analytical, numerical skills and reasoning abilities.
- Solid Knowledge of Contracts Management.
- Dynamic and willing to take a challenge.
- Tendering and pricing for projects about electrical power & L.C works.
- Follow up all Electrical activities and coordinates with others trades.
- Negotiate with suppliers to get best technical & financial for most electrical systems for Power & L.C work, hence proceed submittal to project consultant for approval and then end Procurement.