

Holds a B. Sc. in Mechanical Engineering and has about 6 years hands-on experience working in HVAC field.

## **PERSONAL DATA**

Nationality : Egyptian  
Birth Date : 01/10/1988  
Gender : Male  
Marital Status : Married  
Residence : Obour City, Cairo

## **EDUCATION**

: B. Sc. in Mechanical Engineering, Al-Azhar University, 2011

## **LANGUAGES**

Arabic : Native Language  
English : Fluent

## **COMPUTER SKILLS**

: Windows, MS Office, Internet  
: AutoCAD 2D  
: Visual Basic for Applications  
: Hourly Analysis Program 4.41 for cooling and heating load estimation

## **TRAINING COURSES AND CERTIFICATIONS**

: International Computer Driving License (ICDL).  
: Project Management Diploma – RITI Institute:  
General Management Skills:

- Project Management Process Groups.
- Project Time Management.
- Project Human Resources Management.
- Project Risk Management.
- Project Procurement Management.
- Project Stakeholder Management.
- Microsoft Project.
- Project Scope Management.
- Project Cost Management.
- Project Quality Management.
- Project Communication Management.

- Project Integration Management.
- Professional Responsibility.
- : Business Writing Skills - RITI Institute:
  - Writing a letter of request, of complaint, of refusal, of reply.
  - Preparing the letter of transmittal, executive summary, and cover page (including descriptive abstract).
  - Creating an appropriate style; rhetorical choices and style; Readability in technical writing (clarity, conciseness, consistency).
- : Autodesk training for AutoCAD 2D: Engineering Drawing in 2D for design and as built shop drawing...etc.
- : El-Nada Air-Conditioning Co.: Training on Maintenance of different air conditioning units. Managed maintenance, repair & troubleshooting of 055 mechanical Equipment including Gas turbine, pumps, Diesel engine & petrol engine.
- : EMC Egypt: Training on Maintenance of Mechanical Equipment.
- : CNC Courses and Practical training in Ministry of Industry.
- : Lif HP learning courses in marketing and how to determine product prices.
- : Have two safety auditor skills and certificates in risk assessment, 1st aid and fire fighting from Gulf Training Safety Center in UAE.

## CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From Sep. 2015 till now
- Employer** : ARGO-NAUT for Mechanical and Electrical Works
- Job title** : Estimation & Technical Office Team Leader for MEP Works
- Job Description** :
- Studying new projects (Tender Conditions, BOQ, Technical Specifications and Design Drawing).
  - Indicate scope of works.
  - Create Work Break Down Structure, Deliverables and Work Break Down Dictionary (Activity).
  - Request for Quotations and deals with suppliers and sub-contractors.
  - Studying of all technical offer and data sheet and comply it with Specs.
  - Compare with all offers Technically and Financially.
  - Estimate project Time Schedule.
  - Create Cost Sheet. And submit it from TOP management.
  - Provide Technical and Financial Offer for contracting projects.
  - Document all studying and tender Documents.
  - Assign Contracts with Client or customer.
  - Re contact with all supplier and sub-contractors to get best quality at lowest cost to meet contract and Tech. Specs Requirements.
  - Provide all equipment submittal, material samples and Technical data sheet to submit from Consultant and client.
  - Provide Shop drawing and submit it from Consultant and Clients.
  - Deliver all documents and drawings which submitted to Executing department and Purchasing department.
  - Follow up with Executing and Procurement works and make site visiting to follow up the site works.
  - Create invoices for works done.
  - Create a team work to help in all the above tasks.
  - Worked on several projects in Tendering stage more than 80 projects

and Technical office works for many projects too for 11 Projects. Projects I have working on it as following:

- MARASI Villa: Town houses and Chalet for more than 48 Buildings in North Coast - Egypt project is MEP (HVAC, Plumbing & Electrical), HASSN ALLAM Technology main Contractor and HASSAN ALLAM Consultant.
- El Salam Laboratory: EL KHALDA Field O&G (Central HVAC) with PETROJET Main Contractor EL KHALDA Consultant in Western Desert – Egypt.
- REGANE Project (Central HVAC System) in ALGERIA – PETROJET Main Contract & SONTRAC Consultant Office.
- ABO ELRISH Hospital – Cairo (HVAC WORKS) with Concord Co.
- EL-OMAID Hotel (HVAC Works) SHAKER Consultant Office.
- SIBA Field Development – IRAQ BASRAH (8 Buildings HVAC Works Design and Built) - OIL & GAS project - as sub-contractor for PETROJET MOTTMACDONALD Indian Consultant and Kuwait Energy Owner.
- Ethelyn Factory Project – Alexandria (HVAC Works) partner with Tayoko Japanese Company with PETROJET Main Contractor.

**Dates** : From Sep. 2014 till Sep. 2015  
**Employer** : UNITECH Contracting & Trading MEP Contractor  
**Job title** : Technical Office Engineer for HVAC works  
**Job Description** :

- Studying tenders and preparing all the technical and financial proposals.
- Manage Suppliers portfolios.
- Review Design Drawings and prepare Workshop and As-Built drawings.
- Prepare Equipment Data-Sheet Submittals.
- Provide Technical Support for Project Managers.
- Responsible for Projects Documentation Processes.
- Following up Site problems to give a suitable solution.
- Projects I worked on it:
  - Egyptian Interior Ministry Police Academy (Subcontractor with ORASCOM for HVAC Works).
  - Army Technical Institute Building (TIB), Central Building and GYM Building (Subcontractor with ORASCOM for HVAC Works), Military engineers administration as consultants.
  - Beyti Egypt Extension Plant 4 with ECG Consultant Group.
  - Merkel Pharmaceutical Factory in Obour Industries Region with EMDG consultants.

**Dates** : From Feb. 2014 till Sep. 2014  
**Employer** : Al Mansoori Specialized Engineering – UAE  
**Job Description** : I worked as Measurement While Drilling (MWD) Engineer for Off-shore and On-shore Rig in many countries like UAE, Kurdistan and Iran (Gas & Oil Service).

**Dates** : From Oct. 2011 till Sep. 2013  
**Employer** : ELNADA Co. (Cairo, Egypt)  
**Job titles** : Site Engineer / Technical Office Engineer

- Job Description** :
- I did the design and AutoCAD 2D drawing for a number of important sites, for example:
    - Al-Harem Hospital Emergency Department and Outpatient Clinics.
    - TE-Data store in Minya.
    - TE-Data store in Assiut.
    - Al-Arab African Bank.
    - A group of villas in Madinty and El-Shorouq City and Concrete Lebanon store in addition to some other projects.
  - Managed maintenance, repair & troubleshooting of 200 mechanical Equipment including compressors, pumps, cooling towers & piping.
  - Workshop facilities and application of sheet metal duct fabrication automatically fabrication in CNC machine Plasma cutting machine and auto fold machine in addition to manual design of fittings of sheet metal.
  - Utilization of manpower by having a monthly & annual plan, good preparation and storage of spare parts and monthly training of technicians.
  - Achieved zero sudden stoppage of utilities supply and less than 2 injuries per year.