

Holds a B. Sc. in Mechanical Power Engineering and has about 4 years hands-on experience working in technical office field.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 19/01/1989
Gender : Female
Residence : Cairo

EDUCATION

: B. Sc. in Mechanical Power Engineering, Helwan University, 2013

LANGUAGES

Arabic : Native Language
English : Good
Spanish : Basics
German : Basics

COMPUTER SKILLS

: Windows, MS Office, Internet
: AutoCAD
: Solid Works
: Elite

TRAINING COURSES AND CERTIFICATIONS

: Basics of firefighting systems design (DR. Hatem Sadek), the Egyptian Syndicate of Engineers with contribution of Ideal Group consultant (Jan. 2016).
: Basics of hydraulic systems, Yasser Fahmy for hydraulic and engineering, Cairo (Dec. 2015).
: Principles of using Foam in Firefighting, Viking Co., training for one day (Nov. 2014).
: Faculty of Engineering (Helwan University), centrifugal and positive displacement pumps (Feb./Mar. 2013).
: Maintenance of hydraulic vehicles, Arab Contractors, Dep. of central workshops (Jul. 2012).
: ITC (Ministry of Industry), Central Air Conditioning (Mar. 2012).
: Egypt AIR, Maintenance (Jul./Aug. 2011).

- : ICDL, syllabus 4 (Jun. 2010).
- : ITC (Ministry of Industry), Milling (Oct. 2009).
- : Course in firefighting system design using water, Helwan University.
- : Jelecom – Egypt, Solid Works Basic training (Aug./Sep. 2012).
- : Online Academy for engineering training, Design of firefighting systems using AutoCAD training, online course (Jul. 2014) (self-learning).
- : Elite software for sprinkler system hydraulic calculations (self-learning) (Jun. 2015).
- : English (IELTS 9/2017).

CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From Apr. 2016 till now
- Employer** : Consolidated Contractors International Company (CCC)
- Project** : Nile Cornish Project (NCP)
- Job title** : Junior QS Engineer
- Job Description** :
- Responsible for measurement of all MEP works carried out under the contract and preparation of detailed and accurate applications for monthly payments according to general conditions and annexures of each subcontract.
 - Review, study and issue variation order requests for subcontractors.
 - Ensure re-measurement of subcontract works, including agreeing variation orders, payment certificates etc.
 - Undertake cost analysis for repairs and maintenance works.
 - Review and respond to incoming commercial and contractual correspondences, issue the required outgoing ones in light of the contract conditions and provisions.
 - Implement a final account procedure and ensures that it is effectively pursued as the project progresses.
 - Quantity surveying and handling with shop drawings and As Built.
 - Studying specifications and IFC Drawings.
 - Ensure the proper preparation and documentation of all the information and record the events as background to future claims.

- Dates** : From Sep. 2015 till Mar. 2016
- Employer** : Misr Cool for Refrigeration and Air Conditioning, Giza
- Job title** : Tender Engineer
- Job Description** :
- Study technical specifications of the project's components.
 - Quantity surveying.
 - Evaluate technical offers and bids, make negotiations and modifications of contract documents.
 - Cost estimation for the project.
 - Review and prepare shop drawings, operating and maintenance manuals (submittals).
 - Prepare Shop & AS-Built drawings according to site condition.

- Dates** : From Nov. 2013 till Aug. 2015
- Employer** : Orascom Trading Co.

- Job title** : Technical Office & Sales Engineer / Tender Engineer
- Job Description** :
- Preparing technical presentations and demonstrating how a product meets client needs analyzing costs and sale.
 - Providing pre-sales technical assistance and product education.
 - Persuading clients that a product or service best satisfies their needs in terms of quality, price and delivery.
 - Fire-fighting by FM200, CO2 system design using hydraulic calculations software and AutoCAD.
 - Preparing shop drawings for FM 200 system.
 - Study and analyse technical specifications / tender specifications and Prepare technical and financial offers (pumps – sprinkler system) for clients according to these specifications.
 - Revising and follow up the specifications, determining materials and equipment with the manufacturer.