

104347-CVL-6CEQnq-E-2009
Senior Tendering, Cost Estimator, Planning Engineer

Holds a B. Sc. in Civil Engineering and has more than 7 years hands-on experience working in technical office field.

PERSONAL DATA

Nationality : Egyptian
Gender : Male
Marital Status : Single
Residence : Mohandseen, Cairo

EDUCATION

: B. Sc. in Civil Engineering, Benha University, 2009

LANGUAGES

Arabic : Native Language
English : Fluent
German : Basics

COMPUTER SKILLS

: Windows, MS Office, Internet

TRAINING COURSES AND CERTIFICATIONS

- : Special skills on computers, ICDL, CAIRO University (Apr. 2007).
- : Engineering package software, CAIRO University (May 2008).
- : IELTS Certificate, grade 7, British Council (2010).
- : Primavera Planning course, Dammam (Dec. 2013).
- : PMP Certificate (ongoing).
- : Dutch Language Primary Level (ongoing).

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Jun. 2015 till now
Employer : Egyptian Union for Construction (EUC-El Hazek)
Projects : Participated bidding projects:

- El Sokhna 0x652MW Supercritical Power Plant with EEHC..... (ongoing)
- Midor Refinery Expansion with TECHNIP ITALY

		• 57357 OPC, MS Building (new extension) • HENKEL EGYPT industrial building • Lake view residential project • Al-Sho'ba Islamic Institute
Job title	:	Senior Tendering, Cost Estimator, Planning Engineer
Job Description	:	• Co-ordinate the preparation of tender documentation queries to consultants/clients to confirm and collect any missing data including; shipping costs, insurance, and any regional requirements. • Prepare reports and supporting documents to submit to Proposal Coordinator to identify areas requiring more information to ensure the Company is positioned to win and secure bids. • Attend on-site pre-bid/proposal conferences and site visits. • Foster relationships with subcontractors and suppliers. • Develop and review subcontractor scopes of work and accept, review, and analyze subcontractor quotes for best value. • Co-ordinate and undertake the interpretation & review of system drawings to identify any difference to tender requirements and raise queries against specification. • Prepare detailed accurate material, labor, equipment, subcontracts, construction facilities, etc. estimates. • Co-ordinate and undertake the review and generation of Bill of Quantity against system drawings to ensure alignment and to identify materials types & quantities and prepare equipment lists and rough drawings for cost estimation. • Working to create a proper time plan "schedule time" include the manpower histograms, Resources loading; using Primavera 6.8. • Creating and valuation the organization charts and materials, equipment lists. • Interpret and follow Company tendering processes and procedures to ensure all aspects of tenders are met including relevant discipline codes and standards. • Co-ordinate and undertake the preparation of specification documents to submit to Vendors for quotations of cost/price of materials and equipment and evaluate same against tender specifications to include in final tender documentation. • Maintain an accurate, current database cost codes of accounts for historical data. • Prepare project bid status reports and ensure compliance with all specifications and contract Statements of Work and Bid Invitations. • Prepare all packages include all required data to be final submitted.
Dates	:	From Feb. 2012 till Jun. 2015
Employer	:	AL ZHRANI Trading and Contracting Company
Projects	:	• Central Kitchen, Labor Camp, Royal Commission, Yanbu City, KSA • 207 Villa, Royal Commission, Yanbu City, KSA • Central Library, King FAHAD University, Dammam, KSA • Central Kitchen, King FAHAD University, Dammam, KSA
Job Description	:	• Cost Estimator Engineer / QS during tender stage: - Complete quantity surveying for the project components "Arch-Struc" disciplines. - Coordination with stakeholders regarding quantities, contract

- conflicts (if any).
- Complete study and analysis for project contract, general & special conditions, documents, Specifications and drawings...etc.
- Complete items cost break down analysis.
- Complete cost control process.
- Cooperation in Studying of tender's Risk Management under supervision of Engineering Director.
- Cooperation in tender documents preparation up to submission to client.
- Technical Office Engineer during construction stage:
 - Review Drawings, B.O.Q, specifications (CSI system) and other project documents.
 - Report making regarding accomplishment and billings.
 - Preparation Work shop drawing up to consultant approving.
 - Preparation Definitive quantity take off at site to be approved.
 - Preparing the client and subcontractors progresses and final invoices.
 - Complete Material analysis and study to be compliance to specifications.
 - Preparation inquiries for quotations, quotations analysis and comparison.
 - Preparation vendors and sub-cons P.Os, contracts.
 - Organizing sub-cons and workers with weekly meetings.
 - Update log books and summaries.

Dates : From May 2010 till Nov. 2011
Employer : BGC Contracting
Projects :

- Steps show room, Dammam, KSA
- K&B show room, Dammam, KSA

Job title : Site Project Engineer, QC Engineer during construction stage
Job Description :

- Review Drawings, B.O.Q, specifications (CSI system) and other project documents.
- Report making regarding accomplishment and billings.
- Monitor daily manpower reports.
- Organizing sub-cons and workers with weekly meetings.
- Material supervision and timekeeping and other related matters.
- Update log book and summaries and Submittals.
- Manage the site implementation, construction, coordination.
- Inspections, monitoring quality during working time comparing to scope of work.

Dates : From Sep. 2009 till Mar. 2010
Employer : ZAMIL STEEL - EGYPT
Project : FINE's Industrial Plant for Tissue's paper, 6th of OCTOBER City, EGYPT
Job title : Fabrication Site Engineer during construction stage
Job Description :

- Review Drawings, B.O.Q, specifications (CSI system) and other project documents.
- Preparing monthly accomplishment reports.
- Assist project manager and other in technical co-workers.
- Supervise daily work activities.

- Observe and maintains safety procedures on site.
- Complete the erection process of the pre-engineered fabricated parts as per scope of work, handle the inspection and handing over of the scope of work.