

106478-CVL-DEG-E-1985
Engineering Unit Technical Office Manager

Holds a B. Sc. in Architectural Engineering and has more than 33 years hands-on experience working in design, technical office and as Project Manager.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 19/08/1957
Gender : Male
Marital Status : Married
Residence : Cairo

EDUCATION

: B. Sc. in Architectural Engineering, Zagazig University, 1985

LANGUAGES

Arabic : Native Language
English : Good

COMPUTER SKILLS

: Windows, MS Office, Internet
: AutoCAD 2018, 2D, design, shop drawings and detailed work drawings
: Primavera Project Planner 6.1, in addition to planning and scheduling projects using Primavera P3

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Feb. 2017 till now
Employer : ALCOM INTERIORS DESIGN, Cairo
Job title : Engineering Unit Technical Office Manager

Dates : From Apr. 2016 till Feb. 2017
Employer : AMLAAK FOR GENERAL CONTRACTING
Project : AL GAZI PROJECT
Job title : Project Manager
Job Description :

- Responsible for managing main technical office assigned to the company.
- Conduct technical office study for bids and abstracts of the owner.
- Preparation of time schedules and resources.
- Preparation of project methodology.

- Preparation of BOQs.
- Preparation of new projects estimations.
- Make technical support for project managers.
- Preparation of material and sample approvals.
- Preparation of shop drawings.
- Preparation of VO and any variations.
- Preparation of All invoices for subcontractors and main company invoice.
- Carry out project feasibility study.
- Work packages included (Concrete works, steel structures, surveying, roads, water networks, drainage networks, power, lighting, HVAC, chilled water, fire alarm, and finishing).

Dates : From Jun. 2015 till Mar. 2016
Employer : Construction and Re-Construction Engineering Company (CRC), Member of Dorra Group, Cairo
Job title : Engineering Department Manager
Job Description : Responsible for company main technical office lead and projects technical office support.

Dates : From Mar. 2012 till Jun. 2015
Employer : Construction and Re-Construction Engineering Company (CRC), Member of Dorra Group, Cairo
Project : Golf Extension Project, Sheikh Zayed City - Residential Villas Compound (500 M EGP)
Job title : Technical Office Director
Job Description : Responsible for project management and technical office lead.

Dates : From Dec. 2010 till Mar. 2012
Employer : Construction and Re-Construction Engineering Company (CRC), Member of Dorra Group, Cairo
Project : Blom Bank Headquarters, 5th Settlement, New Cairo
Job title : Execution Manager and Technical Office Director
Job Description :

- Responsible for managing projects assigned to the institution.
- Conduct technical office study for bids and abstracts of the owner.
- Preparation of material and sample approvals.
- Preparation of shop drawings.
- Preparation of VO and any variations.
- Preparation of All invoices for subcontractors and main company invoice.
- Carry out project feasibility study.
- Work packages included (Concrete works, steel structures, surveying, roads, water networks, drainage networks, power, lighting, HVAC, chilled water, fire alarm, and finishing).

Dates : From Sep. 2006 till Dec. 2010
Employer : Construction and Re-Construction Engineering Company (CRC), Member of Dorra Group, Cairo
Project : Greens 1 Residential Compound, Sheikh Zayed City, Egypt
Job title : Execution Manager and Technical Office Director

Job Description :

- Responsible for managing projects assigned to the institution.
- Conduct technical office study for bids and abstracts of the owner.
- Preparation of material and sample approvals.
- Preparation of shop drawings.
- Preparation of Contractual BOQ and specifications.
- Carry out project feasibility study.

Dates : From Jun. 1993 till Aug. 2006

Employer : Al-Amjad for Trading and Contracting Est., Dammam - KSA

Job title : Project Management Director

Job Description :

- Responsible for managing the Establishment.
- Responsible for managing projects assigned to the institution.
- Conduct technical office study for bids and abstracts of the owner.
- Preparation of material and sample approvals.
- Preparation of shop drawings.
- Preparation of Contractual BOQ and specifications.
- Carry out project feasibility study.
- Work packages included (Concrete works, steel structures, surveying, roads, water networks, drainage networks, power, lighting, HVAC, chilled water, fire alarm and finishing).

Dates : From May 1991 till Jun. 1993

Employer : Egyptian Company for Engineering and Trading (JeT)

Projects :

- Anquesteel Factory Administrative Building
- Al-Nassagoun Al-Sharqiyoun Factory (Concrete structure)
- Aircraft hangars at Al-Arish Airport, Egyptian Airforce
- Road Network Replacement Project, Sakha Village, Kafr El-Sheikh
- Technical offers for multiple infrastructure projects

Job title : Project Director

Dates : From Sep. 1989 till Apr. 1991

Employer : Leaders for Contracting and Supplies, Cairo

Projects :

- New Power Station at the Cairo International Airport
- Egypt District Administrative Building
- Petrojet Headquarters, Josif Broz Tito Avenue

Job title : Area Manager

Dates : From Oct. 1985 till Aug. 1989

Employer : Ayobco (AAA), Hikestep, Cairo

Project : Execution of 14 no civilian buildings and military installations at the Hikestep area

Job title : Sector Manager

Field of experience :

- PROJECTS MANAGER.
- TECHNICAL MANAGER.
- ENGINEERING MANAGER.
- INTERIORS DESIGN.
- ARCHITECTURAL DESIGN.

- B.O.Q., SPICS AND TENDERS MAKER, QS, QC, QA, CONTRACTES AND STIPULATION.
- AUTOCAD: ARCHITECTURAL DESIGN, INTERIORS DESIGN AND SHOPDRAWING.
- MS OFFICE 2016, AUTOCAD 2018 AND OTHERS.
- CIVIL WORKS, STEEL STRUCTURE, CONSTRUCTION WORKS AND PROJECT MANAGEMENT.