

Outline

I would like to take this opportunity to say I have an ability to grow with a job, handle responsibility and build positive relationships with work colleagues at all levels.

my present employer is very satisfied with my work rate, and I am confident that I can bring the same level of high performance to your company.

Beyond that which is already mentioned in my attached resume, I am someone who knows how to set goals and achieve them, and have a proven track record of being able to conceive, develop & execute strategies.

Identifying customer requirements.

My goals:

Procurement, Estimation, Value Engineering, Auditing, Subcontractors auditor, bidding and Proposal, Contract admin, Project & Technical Mangt.

General:

- Reading design specifications and technical drawings.
- Researching suitable solutions and estimating costs and timescales.
- Liaising with others in the design team.
- Communicating with clients and contractors.
- Attending meetings on site.
- Recording, analyzing and interpreting test data.
- Proposing modifications
- Qualifying the final product or system.
- Advancements & strong Background of MEP and detailed knowledge of civil works cost estimation method statement, Familiar with the market racket, ratio of economic cost assay in Civil and Electro-Mechanical estimates, wide rang connections with general market survey in GCC mainly in KSA. Preparations of conceivable mat&Lbr works cost breakdown, review the IFC drawing, Read and interpret blueprints, technical drawings, schematics and analyze the requirement, advancements in making a comparative cost estimate of similar projects for decision making on general bid packages. Evaluating tender documents, drawings, & schedules. Comparison Studies based on suppliers Quotations. Negotiations with suppliers on both technical and commercial aspects of product. Carrying out Value engineering studies after assessment of tender document and site study if available based on Clients budget constraints for any specific project items. Suppliers/Manufacturers Data Bank records. Assisting in compiling of tenders.

PROFESSIONAL EXPERIENCE:

Feb. 22/2/2017 – Present:

DAR ALHANDASAH – Riyadh – KSA (Associate Principal Cost Engineer) - Area Operations DAR-AO.

- Develop and manage the initial Cost Plan in consultation with all parties, including Consultants and SAR.
- Track and report costs against approved budgets, including committed, incurred, actual/paid, and forecast final/out-turn costs.
- Prepare job cost reports showing variances between budgets and costs, earned value, and movements from prior months.
- Validate and verify all commercial/financial performance aspects of the project, including benchmarking Contractors' claims and forecasts.
- Ensure timely and accurate final accounting, including all claims and outstanding payments.
- Prepare and oversee the pricing schedule or Bills of Quantities for incorporation within RFPs or post-contract documents.
- Provide cost consultancy services and be responsible for all aspects of contract administration and cost consultancy for the project.
- Manage all contractual and cost issues related to the administration of Consultants, Contractors, and works packages.

- Provide regular cost reports, including updated cash flow forecasts, reconciliation of payments, and forecast final accounts.
- Carry out cost estimates and comparisons of alternative design or construction solutions.
- Review and recommend variation payments and verify payment applications from Consultants and Contractors.
- Prepare recommendation reports on claims, including cost and time impacts, and assist in negotiations and settlements.
- Ensure that all parties hold correct and current insurances and bonds as required.
- Maintain a project retention, insurance, and bond register status report.
- Ensure no certification of payment applications where correct insurances and bonds have not been provided.
- Prepare and submit monthly reports detailing project status, cost control measures, and financial performance.
- Ensure accurate and timely documentation of all cost management activities, including change management procedures and final account settlements.

- Project Management & Control (PMC): planning, developing, and implementing cost control strategies to ensure projects are completed within budget and meet financial goals. With adequate knowledge of the tools and techniques needed to execute projects efficiently and cost-effectively. In addition to planning, organizing, delegating, influencing, and leading the project management team.

- Proposed cost estimate for concept design.
- Tenders cost evaluation.
- Extracting the scope of work based on reviewing and studying the tender documents.
- Evaluation, negotiation and final agreement for the preparation of subcontractor's contracts.
- Reporting on site work progress, manpower, costs and quantities.
- Cost analysis and preparation cost report.
- Coordinating with the QS in terms of issues related to Quantities Calculations and cross checking.
- Corresponding with subcontractors / suppliers to obtain prices & quotations for completing the tender pricing.
- Estimates Direct cost (man-hour, labor, equipment, material cost)
- Preparation of interim payment requests and checking subcontractors' invoices for final submission to the Consultant.
- Checking specifications and drawings for the preparation of bills of quantities (BOQ's) per standard format.
- Handling all contractual matters related to finishing works (plastering, painting, flooring, ceiling, etc.).
- Preparing requests for quotation and sending to suppliers for different types of materials.
- Checking project financial impact.
- Preparation of subcontractors' agreements and contracts.

Nov. 2011 Till 2017:

(Saudi Oger Ltd – Riyadh -Saudi Arabia)

Position: Senior Auditor Engineer

Duties & Responsibilities:

1. Collect and analyze data to detect deficient controls, duplicated effort, extravagance, fraud, or non-compliance with laws, regulations, and management policies.
2. Report to management about asset utilization and recommend changes in operations and financial activities.
3. Prepare detailed reports on audit findings.
4. Review data about material assets, net worth, liabilities, capital stock, surplus, income, and expenditures.
5. Examine and evaluate financial and information systems, recommending controls to ensure system reliability and data integrity.

Jun. 2008 – Nov. 2011:

(Saudi Oger Ltd – Riyadh -Saudi Arabia)

Position: Senior Estimating Electrical Engineer**Duties & Responsibilities:**

1. Responsible for receiving the tender documents from reception according to the recommended work distribution made by MEP service manager.
2. Extracting the scope of work based on reviewing and studying the tender documents.
3. Coordinating with the QS in terms of issues related to Quantities Calculations and cross checking.
4. Corresponding with subcontractors / suppliers to obtain prices & quotations for completing the tender pricing.

Estimates Direct cost (man-hour, labor, equipment, material cost)

In general, Study and Analysis of the tenders, preparation Bill of quantities, study the technical specifications and drawings, preparation of an approximation budget included materials and labor costs and all expenses related to tender for the HC & LC of electrical works, after that We analyze the offers and choose the best and competitive offer, to be later issued purchasing order of materials that have been selected.

There are several major & mega projects worked such as the Princess Nora University for girls (with total amount 13B SR), HHR (Harammen Rail way Stations with 4.2B SR), National Guard villas (7B SR), Press King Fahd Holy Qur'an Printing Office (1.5B SR), Government Complex (6.5B SR), Ministry of Interior buildings – KAP1 & KAP2 and KAP3 (25B SR), PUSSF (Protection unit security special forces head quarter with total amount is 475M SR), Royal palaces, Ministry of education head quarter with total amount is 600M SR, King Abdullah Financial District (KAFFD) (2B SR), king Abd al-Aziz Center for knowledge and culture (1.9B SR), king Abd al-Aziz International Airport still under process with total amount 23B SR, MOI-Development of the security headquarters, KAFFD Monorail project (1.8B SR), King Abdullah Road Development (700M SR), King Abdul-Aziz Road consist of road crossing and three underground Tunnels (2.5B SR), Prince Salman Hospital, Al-Iman Hospital, Hail Educational hospital, King Hamad Palace, Prince Nawaf Place, Al-Medina international Airport (4.7B), Saraya Al-Aqapa-Jordan (7B US\$) and many other miscellaneous projects.....

Sept. 2005 – May. 2008:

IGC (International Group for Construction) - Jordan – Amman

Position: Estimation & Procurement Regional Manager

Projects Name: (Basra Children Hospital. US Armed Forces Field Hospital in Baghdad, Vocational Training Center, Power Generation Plants – Iraq South Oil Company).

Duties & Responsibilities:

1. Responsible for receiving the tender documents from reception according to the recommended work distribution made by MEP Manager.
2. Extracting the scope of work based on reviewing and studying the tender documents.
3. Coordinating with the QS in terms of issues related to Quantities Calculations and cross checking.
4. Corresponding with subcontractors / suppliers to obtain prices & quotations for completing the tender pricing.
5. Estimates Direct cost (man-hour, labor, equipment, material cost) & Estimate Indirect cost (Prelims and General Requirements, Mobilization and Demobilization and Project Management, Supervision and operation cost).
6. Coordinating with local authorities to finalize the project budget upon the project award.
7. Material submittals approval and comments reviewing.
8. Procurement process after getting the approval.
9. Re-pricing existing projects for electrical works mechanical works and civil works.
10. Daily follow-up project progress.
11. Giving instruction to prepare shop drawings submittal.
12. Following up different works such as;
 - Purchasing for all construction materials.
 - Meeting with client and consultant.
 - Technical support for electrical team on site.

May. 2004 - Aug. 2005:

Al-Sharqawi electromechanical contracting company (KSA – Jeddah).

Position: Estimating Engineer

Duties & Responsibilities:

Study and Analysis of the tenders, preparation Bill of quantities, study the technical specifications and drawings, preparation of an approximation budget included materials and labor costs and all expenses related to tender activities.

1997 – Jul. 2004:

Jehad Al-Rabab'ah Office for engineering consultant (Jordan)

Position: Section Head of Electrical Department

Duties & Responsibilities:

Follow-up to electrical designs, preparation bills of quantities, Initial estimate of the project cost, providing an analytical study to demonstrate the financial issue of the project and preparing the engineering value if needed.

Training Experience

- 1- Training course for six months in Jordan engineering association in electrical installation and design.
- 2- Training course in computer skills.
- 3- Professional course for developing technical teaching curricula for electrical engineering, electronic engineering and Electro-Mechanical engineering in Al- Balqa Applied university.
- 4- Training on arbitration in construction and contracting disputes .
- 5- Project budgeting, cost estimating, control and life cycle costing.
- 6- Principles for Sustainable Building & Green Building. (LEED).

EDUCATION

- **B.Sc in Electric Power and Machines Engineering.**
Damascus University. Damascus, Syria. Secured in 1996.

Profile**Computer skills:**

- Good command in computer Skills.
- MS applications (windows, excel.... etc.).

Self-Skills:

- Excellent communication skills with others, with an aggressive personality towards high competition and well eager to accept challenges.

Languages:

Arabic : fluent (reading, writing and speaking – mother language)
English : Very good (reading, writing and speaking).

Others:

- Head of Specialty at the Jordan Engineers Association
- Consultant at the Saudi Council of Engineers