

# - MARINA ATALA -

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Architect with 12 years of experience in the architectural technical office construction field with mega projects (Residential, Commercial and Health Facility) for companies like ECC and Orascom Construction. Key achievements include:

- Attained a 97% client satisfaction rating by resolving discrepancies in over 15 tender packages.
- Mentorship of full technical office system to new companies which resulted in 85% better results.
- Designed and implemented an enhanced document accessibility by 60%.

Created detailed blueprints and reports that streamlined workflows and reduced construction time through contractor collaboration, while expanded technical knowledge by analyzing the Dubai Building Code and Abu Dhabi Capital Development Code to ensure compliance with industry standards for future projects.

## PROFESSIONAL EXPERIENCE

### Mabani Misr Construction Company • Technical Office Team Leader 12//2024 – Present

- Manage a team of employees (2 members), and accordingly currently assessing **4 IFC project packages** and all its relevant shop drawings; identifying all critical technical discrepancies that expedited resolution processes.
- Spearheaded proactive conflict resolution initiatives to enhance collaboration among clients, consultants, and on-site teams, driving a 97% client satisfaction rate across all projects as evidenced by post-delivery evaluations.
- Key projects governed; Pukka – Mega compound **161 Thousand square meters** in North Coast New Capital | Rvergreen and White14 **Medical Buildings** in New Capital | Dorray Bay – Summer compound in Ras El Bar with **1KM seafront**.

### Elevate Construction Company (ECC) • Technical Office Team Leader 06/2023 – 11/2024

- Manage a team of employees (3 members), and accordingly assessed **15 Tender/IFC project packages** and generated comprehensive reports outlining missing documentation; identified critical technical discrepancies that expedited resolution processes.
- Cultivated strong relationships through conflict resolution strategies among clients, consultants, and site team members; **accomplished 97% satisfaction ratings** in post-project surveys conducted after every completed assignment.
- Produced essential reports identifying discrepancies within **15+ tender packages** that improved approval turnaround time.
- Entrenched and executed a comprehensive document management system for the technical office department, enhancing accessibility to over 500 project documents and drawings within just two weeks of implementation.
- Key projects governed; Azha North – Mega resort **1.1 Million square meters** in North Coast | Anjum Resort – Renovation for **14 Buildings** in Marsa Allam | HardRock Café – Full New Construction in Hurghada with many special systems | Remal Resort - Renovation for **+20 Buildings** and New Construction **Aqua Park** in Sharm El Sheikh | Aqua Sea Resort – Full New Construction Eco-lodge for **+50 Buildings 80 thousand square meters** in Bernice.

### Concrete Plus (CP) • Technical Office Team Leader 02/2022 - 06/2023

- Completed **successful documentation by 60%** that achieved to document and **approve variation orders for 17M E£**.
- Resolved conflicts between site team and the client, consultants; established collaborative agreements and ensuring all stakeholders aligned on objectives.
- Guided 5 employees forming a team, overseeing partial hiring; and accordingly reviewed shop drawings, materials and communicated deadlines to complete **95% of the project engineering architectural milestone** on time.
- Created expected work schedule and progress spreadsheets using Microsoft Excel for weekly and monthly engineering status progress reporting.
- Implemented weekly brainstorming sessions with team members across departments, fostering collaboration that flourished over 10+ actionable suggestions aimed at enhancing productivity.
- Captured detailed feedback from both consultants and clients during discussions, ensuring clarity on required inquiries before addressing concerns; resulted in the identification of solutions for three major buildings bottlenecks.
- Facilitated the successful completion and submission of **50+ individual tasks** by training team members on documentation processes, ensuring an efficient workflow that led to a noticeable boost in project delivery timelines.
- Facilitated seamless collaboration among multi-disciplinary teams by identifying and resolving **15+ conflicts weekly** with project management; enhanced on-site work efficiency, leading to a 25% reduction in overall project delays.

### Landmark Sabbour for Construction (LMS) • Technical Office Team Leader 11/2019 - 08/2021

- Supervised team of employees (4 members), overseeing training and professional growth of employees.
- Managed daily operations with urgency and precision, handling up to eight simultaneous projects without compromising on delivery timeframes or exceeding budget constraints.

- Reviewed and analyzed **over 200+ RFIs and RFPs within a year**, identifying discrepancies that led to the proposal of new solutions, thereby enhancing project delivery timelines by an average of three weeks.
- Developed and implemented performance improvement strategies by giving new tasks to the members and plans to promote continuous improvement.
- Generated weekly performance metrics documents focused on task completion rates; enhanced visibility into project progression which resulted in early identification of potential timeline deviations across project lifecycle.
- Engaged directly with clients and contractors to clarify scope changes while finalizing layouts for furnishings in under 60 days, maintaining alignment between evolving designs and construction timelines without sacrificing quality or standards.
- Mediated negotiations that established mutually beneficial arrangements for contractors based on specific client and designers' requirements; ensured smooth implementation of changes leading to zero delays throughout three sub-projects.

**FD Cosmos Consulting • Senior Architect | Architect**

05/2018 - 10/2019

Senior Architects' role:

- Managed 2-3 teams of employees (2 members each), conducted **comprehensive technical reviews** of all engineering packages, including DD, Tender & IFC documents; ensured accuracy in drawings and related documents prior to submission to contractors for **three major projects**.
- Delivered IFC packages for **8 out of 16 buildings** in the Sokhna Port Extension project **within a stringent one-month deadline**, demonstrating capacity to thrive under high-pressure environments with zero delays.
- Achieved in submitting on time all submissions (Tender & IFC) simultaneously for 3 projects; **SIAC Head Quarters building** in New Capital (Revit model) | **Sokhna Port** for 16 buildings | **Lesaffre New Extension Warehouse** in Nubaria.

Architects' role:

- Partnered closely with the interior design team during on-site evaluations and seamlessly transformed all client-sanctioned designs into comprehensive IFC packages for five high-profile projects, maintaining adherence to regulatory standards.
- Analyzed key regulations in the Egyptian Fire Code; streamlined the process for reviewing IFC submissions by developing a checklist that **reduced review times from three days to one day per submission**.
- Full responsibility for all multi-disciplinary co-ordination and highlighted conflicts with project management party to facilitate easy solutions and implementations for the on-site works for the following projects; Design Development for **Central Bank of Egypt** in El Mansoura 8 New Capital - **Ghabbour Tanta**, Show Room and Maintenance Center - **Boroui Culture Centre** | Interior Development **Stadiums Renovation** | Landscape Design Development for **Reviving Humanity Memorial** in Sharm El Sheik.

**Orascom Construction (OC) • Technical Office Engineer**

01/2013 - 08/2017

Ministry of Defense - Conference Hall - Central Buildings - Administration Building - Dar El-Fouad Hospital - Technology Services Centre Building | Transcended in all assigned roles in the before-mentioned projects and provided upon request.

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## CERTIFICATES

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**GRE Examination • Score 300/320 (03/2014)**

**Passive Design Workshop • Green Architecture Studies (12/2012)**

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## EDUCATION

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**Bachelor Degree in Architecture • MIU / University of Liechtenstein; Cairo, Egypt**

Graduation Year 07/2012

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## SKILLS

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**Technical Proficient •** AutoCAD | Revit | Construction & Architectural Drawings | Material Submittals | Google Workspace

**Technical Knowledgeable •** Adobe Photoshop | Adobe InDesign | SketchUp

**Languages •** Arabic (Native) | English (Fluent)