

Hashim Hamdy, PMP

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PROFILE

An enthusiastic and professional **PMP Certified Civil Engineer**, with an excellent 9 yrs experience working with major construction companies in Middle East, dealing with large scale complex infrastructure and construction projects.

EDUCATION

Project Management Professional PMP

Project Management Institute PMI

2012

Bachelor of Science in Civil Engineering

Faculty of Engineering, Alexandria University

2000 - 2005

KEY SKILLS

- *Strong mathematical skills, logical abilities and excellent Attention to details
- *Excellent Leadership quality and problem solving abilities
- *Excellent communication and interpersonal skills
- *Extremely organized
- *Strong passion for creativity in preparing documents and reports
- *Excellent with applying PMP techniques and procedures

PROFESSIONAL EXPERIENCE

Civil Works Company C.W.C., Al-Khobar, Saudi Arabia



JAN. 2010 - JAN. 2014

Senior control Engineer Audit & Control Dept.

Job Description :

- Preparing and developing all the company's monthly project's revenues by collecting and analysing data obtained through projects RFI's, invoices and materials requests.
- Audit and approve all the company's projects material requests in compliance with quantities from the monthly productivity and bill of quantities
- Audit and control and question material's wastes for company's projects
- Day-to-Day prepare and organize progress reports for company's projects
- Auditing and reviewing and modifying subcontractors invoices
- Monitoring sub-contractors for compliance with their contractual responsibilities
- Measure project's progress and expenses to assure all projects on track regarding time and cost
- Review tender documents and specifications of ongoing projects to analyse and solve any conflict may occur.
- Documenting, categorising and organising the data subjected to auditing

Project Engineer

Project Name : Hail Sewage Treatment Plant *Hai'l, Saudi Arabia*

Contract Value : SR 211,399,100

Job Description :

- *Managing, orienting Site Construction teams, Activities and Processes*
- *Managing the site works ensuring all works is done in accordance with approved plan, shop drawings, technical specifications and bills of quantities*
- *Assist the project manager preparing the work plan by planning site activities in detail, setting targets, accurately forecasting completion date*
- *Ordering and negotiating the price of materials*
- *Establishes assignments for Construction team, monitoring progress and recommending corrective actions as necessary*
- *Establish, develop and maintain specific project procedures for reporting system to keep management and owner informed on the project progress*
- *Drawing revisions, Develop method statement and progress reports.*
- *Daily management, Directing, Supervising of up to 10 project staff*
- *Manage the change control process*
- *Monitoring sub-contractors for compliance with their contractual responsibilities*
- *Prepare Project and subcontractor Invoices*
- *Provide technical guidance to site construction staff*
- *Ensuring site safety*

Project Engineer

Project Name : AL-Hassa Lifting Stations *Al-Hassa, Saudi Arabia*

Contract Value : SR 77,511,691

Job Description :

- *Supervision and direction the construction of five pump stations and Boundary walls for 23 lifting stations in al-hassa city*
- *Develop method statement*
- *Prepare Shop Drawing and gaining approval from the project consultant*
- *Contact&Coordinate with vendors to ensure delivery on schedule*
- *Prepare sub-contractors invoices, review and approve Vendors/suppliers bills*
- *Liaising with clients representatives ensuring all requirements are met*
- *Prepare Request For Inspection documents and gaining approval from project's consultant*
- *Scheduling material and equipment purchases and delivery*
- *Prepares periodic reports summarizing progress of construction activities for higher-level management and clients, including formal presentations*
- *Providing technical advice and problem solving*
- *Arranges document cataloging, packing, and long-term storage or disposal of appropriate engineering documents at time of project closeout*
- *Ensuring site safety*



Project Engineer

Project Name : Old Makkah-Jeddah Highway Development

Contract Value : SR 59,865,685

Job Description :

- Daily coordination with Project Manager, Foreman, Surveyor, Quality Inspector, Client
- Submit recommendations to Project Management for material and labor cost reductions
- Liaise with other members of the project team and coordinate between site team members
- Prepare Request For Inspection documents and gaining approval from project's consultant
- Manage the workloads for a small Road team (Junior Engineers/CAD Technician)
- Review design and prepare material submittals
- Follow subcontractors program
- Prepare daily and Monthly reports

Project Engineer

Project Name : Construction of Wali Al-Ahd district infrastructure

Contract Value : SR 14,999,350

Job Description :

- Monitoring execution, managing subcontracted work
- Manage the workloads for a small Road team surveyors/foremen/CAD Technician
- Executing Infrastructure work incl. Earth Work, Asphalt, Curbstone
- Liaison and contact with the client representative
- Supervise and ensure that all work are done in an efficient and proper way
- Prepare daily and Monthly reports
- Setting out, explaining and assigning tasks to surveyors, foremen, subcontractors and laborers



Site Engineer

Project Name : Agamy Sewerage Network

Contract Value : EGP 550,117,341

Job Description :

- Executing sewerage network for Abo-Youssef district, 6th October zones in Alexandria
- Execute UPVC, GRP, Concrete Pipelines Network length 47000 L.M
- Constructing the main pump station of the Agamy Project
- Constructing the Generators building, Distributer and control building
- Prepare Project and subcontractor Invoices
- Study drawing to provide technical clearance to foremen in coordination with project manager & consultant
- Monitoring sub-contractors for compliance with their contractual responsibilities
- Handling site works and ensuring that activities are in compliance with contractual obligations and quality standards
- Attending coordination meetings with Client / Consultant
- Prepare Daily program & weekly report to submit project manager

Site Engineer

Project Name : Construction of Wadi AL-Natroun Hospital

Contract Value : EGP 41,605,900

Job Description :

- Gaining experience in reinforced concrete construction
- Ensure foremen are executing works with latest approved drawings
- Prepare weekly progress report and monthly revenues
- Supervise the Project staff, ensure that all of them are executing works in accordance to the approved procedures and forms
- Drawing revision and Quantity surveying

COMPUTER SKILLS

AutoCAD 2D - Primavera - Microsoft Office

CERTIFICATION

Project Management Professional (PMP)
Fresh Engineer Course at Technology Institute (Arab Contractors Co.).
AutoCAD 2D - Primavera

PERSONAL DETAILS

Date of Birth	23 th JAN, 1984
Driving License	Valid
Languages	Arabic, English (Excellent written and Spoken)

INTERESTS AND ACTIVITIES

Football, Oil Painting and Guitar.

Regards,
Eng. Hashim M. Hamdy