

EHAB SAYED AHMED EL MAHALAWY

Civil Engineer | Senior Technical Office Engineer

| +6 Years of Experience || FROM EGYPT |

Location: Riyadh, Saudi Arabia

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PROFESSIONAL SUMMARY

A dedicated Structural Civil Engineer with 6 years of experience in execution and full technical office operations. Proficient in **quantity surveying, shop drawings** for concrete and finishing works, and rebar detailing. Skilled in preparing **extracts** for owners and subcontractors, as well as project **scheduling**, financial planning, **cost estimation**, and pricing, including both direct and indirect cost calculations. Adept at **managing technical office operations**, task distribution, and **coordinating** with the execution team to ensure efficient project completion.

WORK EXPERIENCE

Technical Office Engineer (On Head)

BENAA ALAZM COMPANY Riyadh, Saudi Arabia **October 2024 – Present**

Riyadh, Saudi Arabia **October 2024 – Present**

- Prepared contracts for owners, contractors, subcontractors.
- Conducted Fast quantity surveying for concrete and finishing works.
- Developed BOQ for earthworks, concrete works, finishing works, and reinforcement ratios.
- Priced project items and calculated direct and indirect costs, including preparing the project budget.
- Monitored costs and profit margins throughout the project duration.
- Conducted cost estimation and cost control measures during the project lifecycle.
- Prepared owner and subcontractor extracts, reports, and tracked work progress as per approved schedules.
- Created shop drawings for concrete and finishing works.
- Preparing and keeping the owner's and project's documents.
- Prepared site layout and as-built drawings.

Technical Office Engineer (On Site)

DELTA URBAN DEVELOPMENT COMPANY, Nasr City, Egypt

November 2023 – September 2024

- Contributed to technical office work for the New Ashmoun Public Hospital (300-bed capacity).
 - Conducted quantity surveying and obtained approvals from consultants, including the bill of quantities and owner's invoices.
 - Prepared variation memos and obtained consultant approval for project budget changes (increase/decrease).
 - Analyzed price variations and ensured disbursement of the company's dues.
 - Created structural shop drawings, QS, and contracts for owners and subcontractors.
 - Prepared execution drawings for concrete and finishing works.
 - Managed subcontractor quantities and invoices while controlling project costs.
 - Monitored on-site work progress and calculated subcontractor performance rates.
 - Prepared site layout and as-built drawings.
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Technical Office & Design Engineer (On Head)

TATWEER DEVELOPMENT COMPANY, Tanta, Egypt

January 2022 – June 2023

- Designed structural systems, calculated loads, and developed structural elements.
 - Prepared shop drawings, QS, and contractual documents for various projects.
 - Supervised the construction phases for concrete and finishing works.
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Site Engineer

MOHAMED ABDEL HAKEEM COMPANY, Cairo, Egypt

June 2020 – September 2021

- Supervised the construction phases of government facilities, ensuring structural integrity.
- Provided regular progress reports to senior management.
- Rehabilitation and Correction Center 75600 m².

EDUCATION

Bachelor's Degree in Civil Engineering Tanta

University, Egypt | 2013 – 2018

- **Grade:** Very Good
 - **Graduation Project:** Harbor Design (Grade: Excellent)
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KEY SKILLS

- Structural & Architectural Drawing Review.
 - Construction Supervision (Reinforced Concrete & Finishing Works).
 - Quantity Surveying, Cost Estimation and Pricing.
 - Project Management (Scheduling, Budgeting & Reporting).
 - Material Specifications (Concrete, Steel, Finishing Materials).
 - Software Proficiency :
 - AutoCAD Professional
 - Revit Structural modelling , Qs , Shop drawing
 - Microsoft Office Suite : Word , Excell , Power point , Power Bi
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CERTIFICATIONS & TRAINING

- Certified Civil Engineer – Society of Engineers (Egypt & Saudi Arabia).
 - ICDL Certification.
 - Advanced Training in Project Management.
 - Cost estimation course in Riyadh Eng Mohamed Soror.
 - Planning Certification (Ha management).
 - Preparing for BIM Management Course (Online).
 - Preparing for PMP Certification (2025).
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LANGUAGES

- **Arabic:** Native
- **English:** Very Good