

# Eslam Mustafa Ali EL sherbini

Technical office Engineer , PMP, CMAD

## Overview

*Eslam Elsherbeny Technical office engineer In the construction industry, with +5 years experience of construction industry in Egypt. my experience in technical office skills and Contracting "FIDIC, and Civil law" permits controlling projects effectively and efficiently throughout its phases with Technical strategies & guiding the staff towards legal and contractual solutions.*

## Work experience

### Feb 2019- Till now

worked at Diagram for General contracting as Technical office engineer

#### Job Responsibilities

- Preparing contract documents for subcontractors.
- Attend meetings to assess progress on projects which are in motion, and take detailed notes to share with stakeholders.
- Review contract estimates, including proposed materials, production costs, etc and determine whether they seem reasonable and accurate.
- Write contract letters and other communications and notices.
- Prepare the technical shopdrawings for construction works
- Prepare the required reports according to site data and information
- Preparing the financial and executive position
- Prepare the principle and actual Quantity survey for all terms of the contract
- Analyzing technical drawings and providing material and cost estimates.
- Prepare the contractor Extracts
- Preparing tender package for projects.
- Prepare claims and defenses with all parties of the project.
- Analyzing technical drawings and providing material and cost estimates.
- Understanding and meeting all contract requirements.
- Create regular status reports regarding progress on projects.
- Apply the delay analysis for all events happened in the project.

#### Projects

##### KSIU king salman international university , South Sinai Ras Sdr

Construction and finishing works for Laboratory building  
Land scape works

##### new university in Beni suef

Construction and finishing works Educational Humanities building  
Main water tank construction works  
Land scape works

### Sep 2018- Feb 2019

Worked at Elshrouq for contracting as a Technical office engineer .

#### Job Responsibilities

- Prepare the required reports according to site data and information.
- Prepare the principle and actual Quantity survey for all terms of the contract
- Prepare the contractor Extracts
- Analyzing technical drawings and providing material and cost estimates.
- Ensuring all projects are completed on time and within budgets.

#### Projects : Heliopolis ELshrouq

March 2018 - Sep 2018

Worked as a site engineer for "Elhuda" company for contracting .  
At Alasmarat project

## Technical Skills

Revit

Autocad 2D.

Civil3D

Technical Reporting.

Microsoft Office (Word, Excel, Power Point)

Autocad structural Detailing

## Certificates And Courses

***Contract Management and Administration Diploma CMAD***  
***American University in Cairo.***

Sep 2020- Dec2020 : Contract Laws. (CMAD 10)  
FIDIC and Standard Forms of Contracts. (CMAD 20 )

Jan 2021- Apr2021 : Principle and Management of Construction Claims. (CMAD 30)

may 2022-Aug 2022 :Arbitration and dispute resolution (CMAD 40 ) prep

Feb 2022 : project management professional ( PMP ) PMP NUMBER : 3220413

April 2022: Project Cost control

## Management Background

- Planning And Scheduling
- Cost Management.
- Value Engineering.
- *Contrat Management.*
- *Productivity.*
- *Financial.*

## Soft skills

- communication & organizing skills.
- Good presentation skills and Appreciate the value of time.
- team working & Leadership Skills.

## Contact Info

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**Date of Birth:** 11/8/1993.  
**Qualification:** BPS degree for "Structure Engineering & Construction Management", Zagazig University 2016 With Grade Good.  
**Grad. Project:** Highways & Airports project with Grade (A+).