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OBJECTIVE

**Civil Engineer,planning Engineer,
site Engineer,cost Engineer,
quality Engineer,project Manager**

PROFESSIONAL SUMMARY

Professional Summary

Professional Summary

I have got the ability to effectively organize and coordinate across teams and projects, manage multiple tasks simultaneously, and communicate effectively.

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy.

To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level [project manager,site engineer,planning engineer,quality engineer] position. Ready to help team achieve company goals.

WORK EXPERIENCE

kfr Elsheikh Engineering consultant

jan 2011 — jan 2013

Training

- Strengthened communication skills through regular interactions with others.
- Worked flexible hours across night, weekend and holiday shifts.
- Proven ability to learn quickly and adapt to new situations.
- Acted as a team leader in group projects, delegating tasks and providing feedback.
- Skilled at working independently and collaboratively in a team environment.
- Paid attention to detail while completing assignments.
- Managed time efficiently in order to complete all tasks within deadlines.
- Applied effective time management techniques to meet tight deadlines.

Arab Contractors

jun 2012 — Jan 2013

Training

- Learned new materials, processes, and programs quickly.
- Attended training courses to build understanding of processes, techniques, and industry.
- Participated in on-the-job training, working closely with supervisors and coworkers and asking appropriate questions.
- Filled out timesheets and paperwork according to identified requirements.

Engineering consultant

Aug 2014 — Feb 2017

Technical Office, Civil Site Engineer

- Collaborated with civil technicians to gather project equipment and update maps, drawings and blueprints.
- Managed construction contracts for capital projects to outline objectives, stakeholder responsibilities and modification procedures.
- Prepared and presented project cost estimates, determined project feasibility based on data

analysis and recommended improvements.

- Reduced risks by reviewing permits process to comply with regulations.
- Ordered and tracked delivery of construction materials and supplies from vendors.
- Recorded daily events and activities in site diary to evaluate process and improve productivity.

Empower

Mar 2017 – Mar 2018

Planning engineer, Site manager

- Applied expertise in manufacturing technology and management science to resolve challenges related to production.
- Oversaw employee attendance record, handled payroll, and ordered new materials for sites.
- Interviewed, hired, and trained new workers.
- Complied with safe operating practices and assessed operational procedures against best practices.
- Coordinated site investigations, documented issues, and escalated to executive teams.
- Resolved issues between employees and customers using company policies.
- Managed site development with assistance from civil engineers and complied with city and county ordinances.

Ahmed Elkholy contracting and Construction Company

Mar 2018 – Mar 2021

Senior Project Manager, planning Engineer

- 2021 .empower for new and renewable energy
- Oversaw large portfolio of projects to support teams, report progress, and influence positive outcomes for key stakeholders.
- Partnered with project team members to identify and quickly address problems.
- Communicated project plans and progress to key stakeholders and project contributors.
- Maintained schedules to meet key milestones at every project phase.

APEX for Contracting

Mar 2021 – to now

Project Manager

- Achieved project deadlines by coordinating with contractors to manage performance.
- Identified plans and resources required to meet project goals and objectives.
- Planned, designed, and scheduled phases for large projects.
- Developed and initiated projects, managed costs, and monitored performance.
- Met project deadlines without sacrificing build quality or workplace safety.
- Coordinated with cross-functional teams to resolve project issues and mitigate risks.
- Coordinated material procurement and required services for projects within budget requirements.

QUALIFICATIONS

■ **Project Management Professional Certificate**

(<https://www.coursera.org/account/accomplishments/specialization/certificate/827RLWWVGL>)

■ **Project management & other tools for career development**

(<https://www.coursera.org/account/accomplishments/specialization/certificate/SW6Z2L2MJJ>)

■ **Project management**

(<https://www.coursera.org/account/accomplishments/specialization/certificate/443DX5Y9CBF>)

EDUCATION

Bachelor of Civil Engineering

2009 – 2014

Higher Institute of Engineering And Technology

Obtained the MS degree with 60%

INTERESTS

Music, Reading, football

REFERENCES

.Mr/Ahmed Elzhby-HR

Cairo,Dokki

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.Eng/Ahmed Elzkaziky-Consultant Engineer

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