

Mohamed Mostufa Saad Elkhelawy

Elmahlla Elkobura– Gharbia – Egypt | +02 01011438433 | Elkhelawy111@gmail.com

Brife Summary (Sn.Technical Engineer)”

As a highly motivated Project Engineer With over +7 years of experience as a Site Civil Engineer and Technical Office Engineer in prestigious locations such as Egypt, I have effectively supervised and directed projects, ensuring meticulous adherence to client specifications and requirements. I actively review progress and collaborate seamlessly with quantity surveyors to monitor costs and maintain project budgets.

Projects Types :Resort including service buildings , 5 mini Compounds Residential units,Buildings G+5,Luxury Villas B+G+3F Specific in high-End finishes.”

-Goohra Capital Project .

-Alzohour and Al Safwa Capital Project .

-Alex West.

Professional Experience

Senior Technical Engineer | “DSC International Office” | 2019 - ongoing

- Managed project progress control, ensuring adherence to timelines, budgets, and quality standards.
- Tender processes for construction package.
- Monitored the installation of materials and equipment, ensuring compliance with drawings and specifications.
- Effectively lead engineering teams, resulting in the successful completion of projects within specified timelines and budgetary constraints.
- Perpetration Tender Package For all new Project,Study all quotations from contractors.
- Executed thorough analysis of contractor progress, meticulously documenting findings to support accurate payment assessments and minimize financial discrepancies.
- Reviews project plans and schedules.
- Analyze project data and provide regular reports to stakeholders.
- Evaluation Main Contractors Quotations ,Prepare and issue sub-contract enquiries and assessment of quotations upon receipt.
- Reviews Cost Estimation for All Items.
- Manage to make invoices for owner ,Main-Contractors and Sub-Contractors.

Skills : Construction consultant · Project Coordination · Construction Site Management · Site Supervision · Team Leadership · Problem Solving · Project Management · Problem Solving

Site Civil Engineer | Mohamed Eid Engineering Office | 2017 – 2019

- Supervising and overseeing the direction of the project (or a package), ensuring that the client's specifications and requirements are met, reviewing progress and liaising with quantity surveyors to monitor costs. (Specific in high End finishes) .
- Controlled the project execution plan for achieving the target.
- Evaluation Main Contractors Quotations ,Prepare and issue sub-contract enquiries and assessment of quotations upon receipt.
- Prepared progress valuations in respect of interim monthly and final payments to contractors.
- Operated and Monitor site progress and ensure adherence to project schedule.

Skills: : Project Coordination · Construction Site Management · Team Leadership · Problem Solving · Quality Control · Strategic thinking · Cost Management · Supervising Contracted Staff ·Communication Management.

Skills & Abilities

Site and Construction Management

- Expertise lies in +100 Residential construction Building and +20 Luxury villas, excelling in all phases from Construction to high-end Finishing while proficiently coordinating project scopes with drawings. I consistently follow project Baselines and accurately determine quantity surveying for invoicing purposes.
- Monitored the installation of materials and equipment, ensuring compliance with drawings and specifications.

Technical office

- **Quantities Surveying**

- Mange to use Auto-CAD ,Autodesk Revit to calculate the most possible quantity trying to avoid mistakes could happen that cause aggravated cumulative problems.

- **Surveying**

- Manage to Extract a surveying sheets that provide all information about the structure element under Construction using Auto-CAD, Autodesk Revit and Microsoft Excel .

- **Document control**

- Tender processes for construction package.
- Manage to make invoices for owner ,Main-Contractors and Sub-Contractors.
- Creating Cash out (weekly – monthly) reports that shows the volume of implementation.
- Follow Base line of projects ,Study all Recovery Schedule ,and Revised Schedule Programs.
- Study Delay Analysis Methods.

Software:

- Autodesk Auto-Cad.
- Microsoft Office.

Professional Courses

- Diploma in implementing concrete works and finishes.
- Technical office Course.

Education

B.S Civil Engineer public works division (2012 – 2017) ,Final Grade : Good ,Graduation Project :Surveying Grade Excellent. Mansoura Collage Academy , Egypt.