

# ALAA ASSAF

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Civil Engineer | PMP® Certified

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| U.S. Green Card Holder

## Professional Summary

PMP®-certified Civil Engineer with over 8 years of experience in large-scale infrastructure and building projects across Saudi Arabia. Skilled in project execution, site supervision, and team leadership. Experienced in managing complex construction phases, ensuring quality, safety, and compliance throughout all stages.

## Key Skills

- Project Management (PMP® Certified)
- Construction Supervision and Coordination
- Stakeholder Communication & Client Relations
- Team Leadership and Workforce Management
- Quality Control, Snagging & Handover Documentation
- O&M Manual Preparation and Safety Compliance
- Progress Reporting (Daily, Weekly, Monthly)

## Education

**Bachelor of Civil Engineering** | Applied Science University, Amman, Jordan (2011 – 2016)

## Work Experience

**Senior Civil Engineer** | SA Baytur, Makkah, Saudi Arabia

*Feb 2024 – Present*

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- **Lead on-site operations for the MASAR B Project, ensuring schedule, quality, and safety compliance.**
- Coordinate with project stakeholders and supervise all construction activities.
- Prepare daily, weekly, and monthly reports and manage manpower and procurement.

## Civil Engineer | SA Baytur, Saudi Arabia

*Jul 2021 – Feb 2024*

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- **Managed handover procedures at KAUST (HBRP Project) and REDSEA Global (CVH Project).**
- Compiled O&M manuals and resolved on-site technical challenges.
- Coordinated with quality control and ensured safety compliance.

## Site Engineer | HUTA Group, Saudi Arabia

*Mar 2017 – Jun 2021*

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- **Supervised infrastructure works at KAIA and CVLR projects, maintaining quality standards.**
- Reported progress and conducted inspections in collaboration with survey and safety teams.

## Site Engineer | Amathia Construction Company, Saudi Arabia

*Jun 2016 – Feb 2017*

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- Worked on civil infrastructure across Jeddah, Makkah & Medina for private sector developments.

## Languages

- Arabic – Native
- English – Fluent

## Certifications

### Project Management Professional (PMP)<sup>®</sup>

PMP<sup>®</sup> Number: 3695548 | Grant Date: 25 October 2023 | Expiration Date: 25 October 2026