

DALIA A. EDREES

21/09/1996, EGY

10th of Ramadan city ,
Elsharkia ,Egypt

Contact : +201100217715
daliaedrees.88@gmail.com

TECHNICAL OFFICE CIVIL ENGINEER

OBJECTIVE

I am seeking a challenging career opportunity to enhance and develop my structural and leadership skills and to add practical side to my academic background.

WORK EXPERIENCE

Consultant Technical Office Civil Engineer on site

May 2023 – until now

At : Massoud Consultant Group (MCG)

Project : Sakan Ahl Masr 1 (16 residential & commercial bulding(12 floor) , Daily market , land scape and Infra Structural works) .

Owner : military Works Administration .

- Studying IFC drawings ,BOQ , specifications and conditions of the project contract.
- Reviewing and Coordinating between architectural ,structural , mechanical and electrical drawings by using autocade .
- Revising structural and architectural shop drawings submitted by the contractor .
- Revising all quantity survey works (civil including bending list & architectural finishing works) submitted by the contractor (cad & excel) .
- Reviewing the invoices submitted by the contractors.
- Revise requests for information (RFI) submitted by the contractor .
- Responsible for office administration and communication with the owner , designer and contractors .
- Review and interpret project plans and specifications .
- Supervising and coordinating site activities .
- Collaborating with the project team members to resolve any issues or conflicts that arise during construction .
- Ensure that all work is completed on schedule .
- Ensure compliance with building codes and other applicable laws .
- Provide technical guidance and support to site staff .

Freelancer

July 2020 – Mars 2023

-
- Prepare Structural engineering surveying for my private clients.
 - Preparing technical reports for structural safety of residential buildings by using SAP ,ETABS& Autocad .

Technical Office Civil Engineer on site

August 2019 – June 2020

At : General and Electromechanical Company(GEC)

Project : Compound of October Plaza.

Owner : SODIC

Consultant : EHAF

- Studying IFC drawings ,BOQ , specifications and conditions of the project contract.
- Preparing Structural shop drawing for residential buildings such as RFT and concrete dimension shop drawings by using ASD program .
- Make engineering Quantity surveying for Architectural and Structural Works (cad & excel).
- Preparing as built drawings at the end of project by using autocad .
- Preparing , revising and approves requests for information (RFI) submitted for the consultant .
- Preparing daily and weekly reports.

SOFTWARE SKILLS

-
- Autodesk AutoCAD
 - CSI SAP2000
 - ETABS
 - Autodesk Revit Structure
 - ASD (Autocad Structural Detail)
 - Microsoft Office (word – powerpoint – excel)

EDUCATION

-
- Bachelor degree in civil engineering , Faculty of engineering , Zagazig university (2014-2019).
 - Accumulative Grade : very good (78.67%) .
 - Graduation project: structural project (Repair & Strengthen).
 - Grade of project: Excellent.

LANGUAGES

-
- **Arabic** Native tongue
 - **English** Very good