

Mostafa Ibrahim Abd Elhafiz

Civil Engineer

Personal Data:-

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 - E-mail: miaa522015@gmail.com
 - Address: Jeddah , Saudi Arabia
 - Marital status : Married
 - Nationality: Egyptian
 - Date of Birth: 25/03/1993
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Summary:-

A Civil Engineer(Site & Technical Office) with +8 years of experience in both site supervision and technical office roles. Expert in managing the entire project lifecycle, including design review, resource allocation, and on-site construction. Skilled in preparing shop drawings, coordinating with multidisciplinary teams, and ensuring that projects are delivered on time and within budget. Adept at maintaining quality and safety standards while effectively resolving technical challenges, and experience in technical office work (shop drawings, Quantities of surveying, and preparing invoices).

Education:-

- Bachelor of Civil Engineering. Gpa: veryGood 75.2%
 - El-minya Higher Institute of Engineering and Technology. (2011\2016)
 - Graduation Project: Special concrete Structure Project Grade: Excellent 90%
 - Professional Experience: - Graduation Year: 2016(+ 8 Years Of Experience)
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Work Experiences:-

TAMEER EXECUTIVE CONTRACTING CO. **Geddah, Saudi Arabia.**

Job Title: Senior Engineer .

8/2024- Present.

Project:

1 – Hilton Garden Inn .2000 m2

- Consultant Office: HAMDAN Design studio .

- Scope of project: (concrete structures –buildings-backfilling - concrete tanks- -).

SOUHAIB ALHAFEZCO&PARTNERS FOR CONTRACTING. **Riyadh, Saudi Arabia.**

Job Title: Senior Engineer . Technical office engineer
10/2023-8/2024 .

Project:

1 –Private residential complex.13000 m2 - OWNER.SPECIALIZED BUILDINGS COMPANY.

- Scope of project: (concrete structures –buildings-backfilling - concrete tanks - swimming pool -water proofing-ramp).

- Consultant Office: FAHED ALRESHOODI ENGINEERING CONSULTING COMPANY .

Etman Company For Construction And Development. **Cairo, Egypt.**

Job Title: Civil Site Engineer .Technical office engineer and finishings engineer
2016/2023 - Present.

Project:

1 – Aspire international school.12000 m2

- Consultant Office: Capriole Construction Company .

- Scope of project: (concrete structures - swimming pool - concrete tanks – landscape-thermal insulation-water proofing-finishings workes).

2 – Offlex Mall 1800 m2

- Consultant Office: OWNER .

- Scope of project: (concrete structures - finishing workes– landscape-thermal insulation-water proofing-finishings workes).

Responsapelety:monitoring construction progress.

Duties and Responsibilities:

- Setting out, leveling, and surveying the site.
- Day-to-day management of the site, including supervising and monitoring the site labor force and the work of any subcontractor for concrete and finishing works.
- Checking plans, drawings, and quantities for accurate calculations.
- Ensuring that materials are used and work is performed as per specifications.
- Oversee the execution according to technical specifications and timeline of concrete, and finishing items.
- Oversee and coordinate all on-site activities, including material procurement, subcontractor management
- Ensure execution of work according to approved drawings, design, and specifications.
- Reviewing the needs of customers to know the requirements and cadastral elevation of projects.
- Prepare material submittals, samples, transmittals, and RFIs
- Preparing weekly and monthly reports reflecting work progress summary.
- Prepare quantity surveying, shop drawings, as-built drawings, and invoices.

Computer (Software) Skills / Courses:-

- Microsoft Office (Word, Excel, and PowerPoint).
- AutoCAD
- CSI Programs (SAP 2000,, SAFE, Csi Column).

Soft Skills & Personal Skills:-

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|------------------------|-----------------------|----------------------|
| • Communication Skills | • Time Management | • Organized |
| • Planning | • Problem-Solving | • Teamwork |
| • Leadership | • Attention to detail | • Project Management |

Technical Skills & Area of Expertise:

- Construction Documentation
- Quantity Surveying & Material Take-offs
- Site Supervision - Supervisory Skills
- Foundation & Earthworks
- Construction Management.
- Structural Analysis and Design - Engineering Mechanics
- BOQ Studying & Shop Drawings & As-Built Drawings
- Preparing invoices and change orders
- Project Coordination
- Building Codes & Standards
- Quality Control(QC) & Quality Assurance(QA)
- Concrete Structures & Finishing works
- Stakeholder Communication

Languages Skills:

- Arabic (Native).
- English (Good). (Writing, Reading, Speaking, and Listening).

References:- Available upon request