

Saad Eid Aldajani

Project Engineer

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OBJECTIVE

I have a bachelor's degree in building engineering and am skilled in software and project management. I worked extensively on a range of infrastructure project phases, such as planning, scheduling, budgeting, and quality control, during my two years at the Saudi Electricity Company as a consultant for FAEC. In order to ensure timely and within-scope project delivery, I oversaw the coordination of engineering teams, contractors, and stakeholders. My leadership skills in managing a team, resolving conflicts, and making thoughtful decisions under pressure were all enhanced by this role. To improve my capacity to provide safe and legal working conditions, I have also pursued a number of Occupational Health and Safety Management courses and certifications.

EDUCATION

Bachelor In Building Engineering

Sep 2017- Jun 2022

Imam Abdulrahman Bin Faisal University, Dammam, Saudi Arabia

- **Graduation project:** Development of a Performance Assessment Model for Contractors in Saudi Arabian Construction Projects
Published in: Hindawi Volume 2024, Article ID 8780539

EXPERIENCE

Project Engineer

Mar 2023 – Mar 2025

Saudi Electricity Company (SMP), Khobar, Saudi Arabia

- Conduct regular site inspections and audits.
- Assist in the execution of EPCI projects, ensuring compliance with contract requirements, safety standards, and project specifications.
- Develop and maintain project schedules, progress reports, and technical documentation.
- Address any design conflicts or modifications required.
- Ensure the design is implemented as per the approved plans.
- Prepare and submit progress reports to the stakeholders.
- Ensure HSE (Health, Safety, and Environment) compliance across all project phases.
- Ensure proper documentation for project handover, including as-built drawings, O&M manuals, and warranties.
- Witness and certify testing, commissioning, and handover activities.
- Review and certify contractor's invoices and payments.
- Provide technical support and problem-solving during project execution.
- Participate in project meetings, site visits, and inspections as required.
- prepared monthly reports for the Eastern Area for higher management.
- Follow-up and coordination with engineers for project progress.
- Preparing a plan for the project expected to be completed during the year.
- Act as a primary point of contact for project-related inquiries from internal and external stakeholders.
- Coordinate between engineering, procurement, construction, and installation teams to ensure seamless project delivery.
- Follow-up and coordination with the relevant departments.
- Attend meetings with the relevant departments as a representative of the eastern area.
- Solving design and contract mismatch problems.
- Follow-up and coordination with engineers for Invoice progress.
- prepared monthly invoice reports for the Eastern Area for higher management
- Preparing a plan for spending the year on projects.

SKILLS

- Specification Review
- Decision Making
- Project Management
- Scheduling Management
- Supervisory
- Analytical Skills
- Problem Solving
- Adaptability
- Leadership
- Team player
- Management Software
- Facility Management
- Quality Control

CERTIFICATES AND COURSES

- International General Certificate in Occupational Health and Safety-IGC (NEBOSH). **November 2023**
Certificate No: **00783245/1390915**
- Work Permit Sender & Receiver (Saudi Electric Services Polytechnic). **WPSR 288-22025** **February 2025**
- OHS General Induction (Saudi Electric Services Polytechnic). **OHS 19238-122024** **December 2024**
- PMP preparation course. Certificate No: 22308 **February 2025**

LANGUAGE

- Arabic – Native speaker
- English – Fluent