

Mohamed Eljack

Civil Engineer

+966 578 670 905

engeljack23@gmail.com

Saudi Arabia

SUMMARY

Experienced Civil Site Manager with a proven track record of overseeing daily project execution, ensuring compliance with drawings, specifications, and HSEQ standards. Skilled in coordinating multidisciplinary teams, subcontractors, and procurement to maintain workflow, resolve site issues, and meet project milestones. Adept at supervising and mentoring field personnel, conducting safety briefings and audits, and maintaining detailed progress reports. Recognized for proactive problem-solving, effective risk management, and driving workforce productivity while ensuring timely delivery of high-quality construction outcomes.

EXPERIENCE

Civil Engineer

Assef Consultant Engineering

Riyadh - Saudi Arabia | June 2024 – Present

- Directed and managed daily activities in the assigned project area, ensuring smooth execution and adherence to project requirements.
- Ensured all works were delivered in line with approved drawings, specifications, and quality standards.
- Coordinated with engineers, planners, safety teams, and subcontractors to maintain workflow and resolve on-site issues promptly.
- Enforced Health, Safety, Environmental, and Quality (HSEQ) policies, improving compliance and reducing incidents on site.
- Monitored progress through daily logs and reports, supporting accurate project tracking and decision-making.
- Participated in schedule reviews, aligning construction tasks with overall project timelines and milestones.
- Reviewed and validated method statements, risk assessments, and Permits to Work (PTWs), enhancing risk management.
- Supervised and mentored field personnel, improving workforce productivity and competency.
- Liaised with procurement and logistics teams to ensure timely delivery of critical materials and equipment.
- Identified potential construction delays or technical issues and escalated them to senior management for resolution.
- Conducted toolbox talks, safety briefings, and regular site audits, fostering a culture of safety and accountability.

Civil Site Engineer

Foundation of Monitoring & Follow up contracts

Khobar - Saudi Arabia | June 2023 – June 2024

- Directed and managed daily construction activities in the assigned project area, ensuring smooth execution and adherence to project requirements.
 - Ensured all works were delivered in line with approved drawings, specifications, and quality standards.
 - Coordinated with engineers, planners, safety teams, and subcontractors to maintain workflow and resolve on-site issues promptly.
 - Participated in schedule reviews, aligning construction tasks with overall project timelines and milestones.
 - Conducted toolbox talks, safety briefings, and regular site audits, fostering a culture of safety and accountability
- Site Engineer

Foundation of Monitoring & Follow up contracts

Khobar - Saudi Arabia | March 2022 – Jun 2022

- Underwent training in site engineering, gaining valuable hands-on experience in construction site supervision. Assisted in managing workers' safety, closely following safety protocols, and ensuring a secure working environment.
- Supervising landscape work and ensuring compliance with building codes and regulations.
- Participated in the inspection and verification of equipment and materials on-site and upon arrival, familiarizing oneself with quality control processes.
- Assisted in reviewing technical designs and drawings, learning to accurately interpret and implement them during construction activities.

EDUCATION

Infrastructure University Kuala Lumpur | Malaysia – July 2023

Bachelor's degree in Civil Engineer

OTHER

● Courses and certificates:

- Saudi Council Engineer (SCE) member.
- Board of Engineers Malaysia (BEM) member.
- Autodesk Revit Structure.
- Construction management: planning and scheduling.
- Creating concrete buildings with Revit structure.
- 3D CAD Fundamental.
- Safety of site construction workers.
- BIM Application for Engineers.
- Occupational Health and Safety.
- NEBOSH.
- Risk Management.
- Firefighting.

● Technical Skills:

- Able to operate Microsoft Office
- BIM Application
- AutoCAD
- Revit
- SAFE
- SAP (2000)
- ETABS

● Soft skills:

- Outgoing and easy to connect with
- Team Worker
- Strong decision-maker
- Service focused
- Work under pressure
- Ability to interpret technical drawings and specifications.
- Proven ability to lead teams in a high-pressure site environment.

● Languages: Arabic, English