



# ARKAN AHMAD

## CIVIL ENGINEER

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### Personal information

Jordanian      +966 54 154 4809      [Arkan.96ahmed@gmail.com](mailto:Arkan.96ahmed@gmail.com)      Jeddah-Riyadh- Saudi Arabia

### LANGUAGE

Arabic – Fluent

English - Good

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### CAREER OBJECTIVE

To work with sincerity & integrity in a challenging atmosphere where my talent and knowledge will significantly contribute to the organization's target achievement and to become a successful personality with an excellent career where hard, strict discipline & creative problem-solving are the corner stone of success.

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### EDUCATION

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| <b>Bachelor of Civil Engineering</b><br>Philadelphia University of Jordan | <b>Jerash, Jordan</b><br>2014 - 2019       |
| <b>Higher School Certificate</b><br>Scientific Section                    | <b>Jeddah, Saudi Arabia</b><br>2011 - 2014 |

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### Additional Certification skills

- Occupational Safety and Health Supervisor
- OSHA 45 Safety Manager
- AutoCAD (ATC Autodesk)
- Safe & Etabs
- Primavera
- ISO 9001 (LMS)

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### Work Experience

#### **July 2022 – Present**

Unified Real Estate Development Company

#### **Position: Retail Delivery Engineer**

#### **Responsibilities:**

Main Focus: Oversee interior finishing works and ensure compliance with Mall standards or Tenant Design Criteria.

- Review and understand architectural and interior design drawings, specifications, and project requirements.
- Coordinate with MEP, structural, and architectural teams to ensure integrated execution of fit-out works.
- Conduct Kick off meeting with the tenant and tenant contractor to ensure that the requirements are properly addressed.
- Supervise site activities related to interior fit-out to ensure timely and proper execution and ensure compliance with the approved drawing from mobilization till the unit opening.
- Enforce safety protocols and ensure work is carried out in accordance with HSE policies.
- Report any unsafe practices or incidents on-site.
- Conduct final inspections and snagging of fit-out work before unit opening.
- Prepare the final inspection report and ensure the tenant addresses the notes.
- Maintain weekly site reports, progress updates.
- Prepare department head reports and issues for my line Manager.
- Support in final handover documentation and closeout procedures.

- Ensure all punch list items are completed and cleared from tenant.

**Position: Facility Engineer**

**Responsibilities:**

Main Focus: Manage building operations, and maintenance after construction.

- Oversee day to day operation and maintenance.
- Schedule and supervise preventive and corrective maintenance.
- Ensure all equipment and systems meet safety and operational standards.
- Coordinate with service providers and contractors.
- Respond to facility emergencies or breakdowns.
- Prepare maintenance reports and track asset performance.
- Implement facilities upgrades and renovations when needed.

**Position: QA/QC Inspector**

**Responsibilities:**

Main Focus: Ensure that project materials, methods, and outcomes meet required quality standards.

- Carry out the inspection of all Operational Mall.
- Prepare a inspection report for deficiencies at the site and issue for my line manager.
- Conduct periodic Quality Audits for all sites
- Provide advice on know-how corrective and preventative actions should be executed.
- Ensure the implementation of rectification for the deficiencies are take place by the operation team.

**Oct 2020 – Oct 2021**

**ASAS AL-AMMAR Contracting Company**

Position: **Site Civil Engineer**

Project: **Al Salam Square / Delta Marriott**

**Responsibilities:**

- Performing field supervision.
- Cost and Quantity estimating.
- Preparing daily, weekly and monthly reports.

**Oct 2019 – April 2020**

**HARINSA Contracting company.**

Position: **Site Civil Engineer**

Project: **Harbor Project at Jeddah – Obhur**

**Responsibilities:**

- checking the work at the site like excavation and backfilling.
  - Prepare Daily, Weekly, and Monthly Progress reports.
  - Monitor & control site activities, manpower, and equipment, and coordinate with the consultant.
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I hereby certify that the above information is true and correct to the best of my knowledge and belief.

ARKAN AHMAD