

# Ahmed Tolba– Civil Engineer

**Location :**Eastren Region | Saudi Arabia

**Mobile :** 00966/ 565214309

**Date of Birth :** 7-July

**Nationality :** Egyptian


**Marital statu :** Married.

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## About My Self:

I am Ahmed Tolba, civil site engineer with +7 years experience in finishing and construction works and technical office works graduated from faculty of engineering Zagazig University (2017) now I'm work in Eastern Region city (Dammam), also work as purchasing manger for project material, I responsible for construction and finish (20) villa in khmis mushit, (2) branches for brand (Raydan Restaurant ), (3) branches for brand café (OVER DOSE), (2) beanches for brand (IM HUNGRY), (4) branches for brand (BUTTER BAKERY)

## Professional Skills:

	AutoCAD			Word	
	Excel			Access	
	Microsoft Project			Power Point	
	Revit			ASD	

## Work Experience:

### Feb 2023– Now ( Abed Ali Al-Habashi company)

- Project : construction and fishing / Eastern region
- Construction area : 30 villa / 3 level / (10500 m2)
- Description : construction and finishing as site engineer and technical office works such as shop drawing for structural and architecturl drawing (**ASD**) and Quantity survey , prepare and review invoices and payments and responsible for some electromechanical works
  
- Project : construction and fishing / Eastern region
- Construction area : 3 villa / 3 level / (6000 m2)
- Description : construction and finishing as site engineer and technical office works such as shop drawing for structural and architecturl drawing and Quantity survey , prepare and review invoices and payments and responsible for some electromechanical works
  
- Project : construction and fishing / Eastern region
- Construction area : 3 villa / 3 level / (1500 m2)
- Description : construction and finishing as site engineer and technical office works such as shop drawing for structural and architecturl drawing and Quantity survey , prepare and review invoices and payments and responsible for some electromechanical works

### Jan 2023– Feb 2023

- Project : Butter Bakery / khamis mushit city
- Construction area : 200 m2 / 1 level
- Description : fourth branch for biggest brand which coming from ukrain , 1 level (200 m2) from construction

and finishing to operation

### **Dec 2022 – Jan 2023**

- Project : Butter Bakery / abha city
- Construction area : 500 m2
- Description : third branch for butter bakery from construction and finishing to operation

### **Nov 2022 – Dec 2022**

- Project : butter bakery / khamis mushit city
- Construction area : 150 m2
- Description : second branch for butter bakery from construction and finishing to operation

### **Jun 2022 – Aug 2022**

- Project : Im Hungry / Bisha city
- Construction area : 500 m2
- Description : first branch for brand (im hungry) which coming from Jeddah to south region for the first time

### **Aug 2022 – Sep 2022**

- Project : Im hugry / khamis mushit city
- Construction area : 350 m2
- Descreption : second branch for ( Im Hungry ) from construction and finishing to operation

### **Jan 2022 – July 2022**

- project : (20) Villa / khamis mushit city
- construction : 7000 m2 , 2 level
- Descreption construction and finishing as site engineer and technical office works shop drawing , Quantity survey , prepare and review invoices and payments and responsible for some electromechanical works
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- project : Butter Bakery / khamis mushit city
- construction : 1200 m2 , 2 level
- Descreption : the first branch for the biggest brand which coming from Ukrain to Saudi Arabia from construction and finishing to operation

## **Construction & Reconstruction Eng. Co. Member of Best Food Trading Company as Civil Engineer.**

### **Nov 2019 – Oct 2020**

- Project: Raydan Resturant | Khamis Mushit City.
- Construction Area: 3000 (M2).
- Description: Biggest Restaurant in Khamis, 2 Level & (1000)M2 Barking.



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### **Dec 2020 – Mar 2021**

- Project: Raydan Resturant | Abha City.
- Construction Area: 3000 (M2).
- Description: Biggest Restaurant in Khamis, 3 Level & (800)M2 Barking.

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### **Mar 2021 – May 2021**

- Project: Over Dose Cafe | Khamis Mushit City.
- Construction Area: 300 (M2).Have (15) branches

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- Description: Biggest Franchise Cafe in Khamis, (500)M2 Barking.

## My Current Job Responsibilities:

### Senior Civil Site Engineer - Construction & Reconstruction Eng. Co. Member of DORRA Group

- Conduct on site investigations and analyze data (maps, reports, tests, drawings and other)
- Carry out technical and feasibility studies and draw up blueprints that satisfy technical specifications
- Assess potential risks, materials and costs
- Provide advice and resolve creatively any emerging problems/deficiencies
- Oversee and mentor staff and liaise with a variety of stakeholders
- Handle over the resulting structures and services for use
- Monitor progress and compile reports in project status
- Manage budget and purchase equipment/materials
- Comply with guidelines and regulations including permits, safety etc and deliver technical files and other technical documentation as required
- Attend internal weekly meetings with all project members to discuss and explain plans.
- Attend weekly meetings with consultant and client to monitor project progress.
- Assist in Review of method of statements, and plans.
- Assist in Review Shop drawing for co-ordination issues.
- Assist in Review Quantity survey of items, prepare and review invoices and payments
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- Prepare and revise project claims (Cost & Time), item analysis, prices change reports and Etc.

## Courses / Area of expertise:

- ✓ **Mar 2017** :**Excel Tips and Tricks – Lynda online course.**
- ✓ **Jul 2015** : Document Control course Al-Darayn academy.
- ✓ **May 2015** : Preparation course for planning engineer - Eng.Hany Ismael.
- ✓ **Mar 2015** : Technical office engineer preparation course Al-Darayn Academy.
- ✓ **Feb 2015** :**Revit Structure advanced level by Eng. Kamal Shawky.**
- ✓ **Jan 2015** : Prepar construction Engineer by Eng. OmarAbdelaziz.
- ✓ **Jan 2015** :**Excel Advanced Level.**

## Before graduation courses:

- ✓ **Feb 2015** :**AutoCAD,jelecom, Zagazig.**
- ✓ **Jun 2013** : **SAP,EI-zohairyAcademy,Zagazig**
- ✓ **April2012** : **Autocad Course, HQ, Zagazig**
- ✓ **May2012** : **The International Computer Driving License (ICDL), Zagazig**
- ✓ **Jul2011** : **Architectural Construction and Design Course, Zagazig university**
- ✓ **Apr2011** : **Comprehensive course in management of change, Zagazig**

## Academic information:

- **Graduated in** : Faculty of Engineering – Civil department – Zagazig University
- **Graduation year** : 2017
- **Cumulative grade** : Good (64.92 %)
- **Graduation project** : Polymar Concrete.
- **Project grade** : Excellent.

## Language:

- **Mother tongue** : Arabic
- **Other Language(s)** : English (Very Good)

## Extracurricular Activities& Skills:

- **Oct. 2014 till now** : Deputy manager of Human Resources Committee at, Nahr EL-kheerCharity Organization.
- **Jun. 2013 till 2016** : Media Manger, Nahr EL-kheer Charity Organization.
- **Jun. 2013 till 2016** : General Secretary, Nahr EL-kheer Charity Organization, Zagazig | Egypt
- **Feb. 2010 till 2016** : Volunteer in RESALA Charity Organization (Blind Learningcommittee)
- **April 2011** :Diploma in Neuro-Linguistic Programming, Dr.Ibrahim E-Fiky
- **April 2011** :Develop Self-Management Program - Cairo university
- **April 2011** :Comprehensive course in management of change, Zagazig | Egypt.