

MOHAMAD OMAR HEJAWI

CIVIL ENGINEER

Al Riyadh - KSA

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OBJECTIVE

Dedicated Civil Engineer with experience in sewerage systems, irrigation networks, water reservoirs, asphalt Paving, & sports infrastructure projects. Skilled in managing projects from concept to completion while Ensuring Quality, safety, and regulatory compliance. Seeking to leverage my technical and project management Skills to Deliver successful civil engineering solutions in a dynamic environment.

EDUCATION

Bachelor Degree in " Civil Engineering / Highways and Bridges"

Al Balqa Applied University - Jordan - 2019 - 2020

Secondary Education Certificate

Al- Radwan High School/ KSA- Al Riyadh - 2014

EXPERIENCE

Al-Omier Trading and Contracting Company.

QA/QC Engineer (Nov 2023 - Current)

Roles and Responsibilities :

- Develop and implement project-specific Quality Assurance and Quality Control plans.
- Conduct material inspections, review test results, & ensure compliance with project specifications & standards.
- Perform site inspections to monitor construction activities & ensure adherence to approved drawings & procedures.
- Coordinate with consultants, clients, and subcontractors for inspections and approvals.
- Prepare and maintain detailed inspection reports, NCRs (Non-Conformance Reports), and corrective action plans.
- Review and verify method statements, inspection test plans (ITPs), and quality control procedures.
- Ensure that all materials used and work performed meet quality standards and project requirements.
- Monitor and audit the quality management system (QMS) to ensure continuous improvement.
- Participate in internal and external audits, and assist in closing audit findings.
- Provide technical support and guidance to project teams regarding quality-related matters.
- Maintain records of calibration, testing, and inspection equipment.
- Conduct regular quality training and awareness sessions for site staff.

Technical Office Engineer Roles and Responsibilities:

- Prepare, review, and coordinate shop drawings and as-built drawings according to project specifications.
- Review project contracts, specifications, and design drawings to ensure technical accuracy.
- Prepare and update material submittals, method statements, and technical documentation.
- Coordinate with consultants, clients, and site teams for approvals and technical clarifications.
- Perform quantity take-offs, material calculations, and prepare BOQs (Bill of Quantities).
- Track project progress and assist in preparing work schedules and resource planning.
- Manage requests for information (RFIs) and ensure timely responses to site queries.
- Support procurement by providing technical evaluations of suppliers and subcontractors.
- Ensure compliance with project standards and specifications throughout project phases.
- Assist in cost estimation, variation orders, and change management.
- Follow up on technical issues, ensuring they are resolved quickly to prevent project delays.
- Prepare periodic project reports, including progress, technical challenges, and risk assessments.

Rawae Al Basateen Contracting Est.

Site Engineer in Sewerage, Irrigation, Water Networks, Asphalt, & Reservoirs (Sep 2020 - Nov 2023)

Projects :

- **Six-A-Side Football Field** at Mahd Academy, Ministry of Sports.
- **Archery Field** at Mahd Sports Academy, Ministry of Sports.
- **Tennis Courts** at Mahd Sports Academy, Ministry of Sports.
- **King Fahd International Stadium** in Riyadh.
- **First Park Stadium** in Riyadh.
- **First Park Stadium** in Riyadh.
- **Al-Najma Stadium** in Unaizah
- **Al-Arabi Stadium** in Unaizah.
- **Al-Sayegh Stadium** in Riyadh

Technical Office Engineer :

- Reviewed and processed technical requests, including RFIs and RFQs, ensuring accuracy and compliance with project specifications.
- Verified the completion of on-site work, ensuring proper documentation and consultant approval.
- Assisted in managing project documentation, ensuring all technical & administrative tasks were completed Efficiently.

Al Safaeh Contracting Company

Trainee (2019 - 2020)

Outlet Shop.

Sales Representative and Cashier (2015 - 2019)

CORE COMPETENCIES

Sewerage & Irrigation Systems.

Water Networks & Reservoirs.

Asphalt Paving & Roadwork.

AutoCAD & Civil 3D.

Safety & Compliance.

Quality Control.

Stakeholder Coordination.

Technical Documentation.

Project Management.

COURSES

3D Civil Course.

Microsoft Office (Power Point, Excel, Word) Course.

Autocad Course.

Level device.

AFFILIATIONS

Member of the Saudi Council of Engineers

SKILLS

Sewerage Systems Design.

Irrigation Networks Management.

Reservoirs Construction & Maintenance.

Site Inspection & Quality Control.

Cost Estimation & Budget Management.

AutoCAD & Civil 3D.

Request for Information (RFI) & Request for Quotation (RFQ).

Problem Solving & Issue Resolution.

Water Networks Installation.

Consultant Approvals & Verifications.

Risk Assessment.

Project Progress Tracking.

Technical Documentation & Reporting

LANGUAGES

Arabic

English

PERSONAL INFORMATION

Date of Birth : 8 / Sep / 1996

Nationality : Jordanian

REFERENCE

Available Upon Request