

# Mina Erian Abdelmalak

## Lead Electrical & Instrumentation Engineer – EPC Projects

23-Bostan St, Agami, Alexandria, Egypt | +2010309 6145 | +201285714292 | mina.aran2012@gmail.com | minaerian.ptj@gmail.com

### Personal Data

---

- **Date of Birth:** 20th Mar 1991
- **Marital Status:** Married
- **Military Service:** Exempted

### Professional Summary

---

- I have +14 Years of Experience in Oil & Gas Field in Middle East Mega Projects (UAE/Qatar/KSA/IRAQ/Egypt), Approved (Petrojet, Wood, Technip Energies, Toyo, Bechtel, ADNOC, ARAMCO)
- Result-driven, self-motivated, and resourceful Senior Electrical Engineer & Project Coordinator.
- Extensive experience in EPC Projects including FEED / Detailed Engineering, Construction, and Commissioning in Oil & Gas environments.
- Proven track record in coordinating with multidisciplinary teams and vendors to deliver complex systems on time and within budget.
- Skilled in FAT/SAT procedures, material procurement, asset integrity and power system integration.
- Experienced in supporting the delivery of new and existing products and business enhancements to improve quality and productivity.
- Possesses marketing and finance background combined with excellent communication skills.
- Well-presented with strong leadership abilities.
- Seeking to contribute significantly to an ambitious company that offers opportunities for progression.

### Education

---

- B.Sc. of Electrical Power and Machines – Alexandria University, Egypt – 2012
- **Grade:** Very Good (85%)

### Work Experience

---

#### Lead E&I Engineer – Petroleum Projects & Technical Consultation Company – PETROJET

##### NOV 2023 – Present

- **Project:** Midor Refinery Expansion – Alexandria | Budget: \$400M | Consultant: Technip Energies | Client: Middle East Oil Refinery
- Reviewed FEED / Detailed engineering designs by consultant engineers (Technip) including substations, transformers, earthing & lightning protection, and lighting systems.
- Prepared electrical materials MRQ's for long lead items and bulk materials.
- Coordinated with manufacturers to ensure system compatibility and integration.
- Attended FAT of all electrical materials.
- Supervised construction activities including laying, glanding, and termination of power cables, light current systems, earthing & lightning protection, and lighting installations.

## **E&I Construction Superintendent – Petroleum Projects & Technical Consultation Company – PETROJET**

**SEP 2020 – NOV 2023**

- **Project:** Hawiyah Gas Plant (HGP) expansion- Al Hufuf – Saudi Arabia | Budget: \$350M | Consultant: Saipem | Client: Saudi Aramco
- Ensure all activities are completed on-schedule and address timely progress deviation.
- Validate the construction progress, work the gaps with Contractor if any.
- Managed installation and testing of switchgears, transformers, UPS, VFDs, Telecom systems and heat tracing systems.
- Ensure the site is organized to ensure continuous safe working environment.
- Review and comment Contractors JSA/Method statements.
- Interact at field with Company/Contractors HSE, and Quality supervisors/inspectors.

## **Senior E&I Engineer – Petroleum Projects & Technical Consultation Company – PETROJET**

**Aug 2017– SEP 2020**

- **Project:** RUAMITHA/SHANAYEL Production Restoration- Abu Dhabi | Budget: \$250M | Client: ADNOC ONSHORE (Abu Dhabi National Oil CO.)
- Managed E&I technicians across 8 contractor teams.
- Enforced ADNOC COP 9.0 for cathodic protection systems
- Coordinated with manufacturers to ensure system compatibility and integration.
- Accelerated pre-commissioning by 18 days through automated loop checks
- Maintained 2.1M LTI-free man-hours with integrated QC-HSE protocols
- End-to-end validation: From NDT/hydrotesting (ASME B31.3) to SIL-3 commissioning

## **Senior Electrical Commissioning Engineer– Petroleum Projects & Technical Consultation Company – PETROJET**

**Jan 2017 – July 2017**

- **Project:** SUMED Product Hub & Platform Project – Ain Sokhna | Budget: \$500M | Consultant: Enppi | Client: SUMED
- Reviewed and verified project FEED / Detailed engineering designs by Enppi.
- Planned electrical deliverables in line with site requirements and project schedule.
- Coordinated with vendors for system integration.
- Conducted solo-run activities for motors and commissioning of switchgears, transformers, UPS, generators, VFDs, and lighting systems.
- Prepared MCC, commissioning, and handover certificates.

## **Lead E&I Engineer – Petroleum Projects & Technical Consultation Company – PETROJET**

**Mar 2015 – Dec 2016**

**Project:** SIBA Gas Field Development Project – Iraq/Al Basrah | Budget: \$200M | Consultant: Mott Macdonald – Dubai |  
**Client:** Kuwait Energy / Basra Oil Company

- Lead a team of electrical engineers for FEED / Detailed engineering design, procurement, and commissioning.
- Managed installation and testing of turbines, switchgears, transformers, UPS, diesel generators, VFDs, Steam Turbine Generators, solar systems, telecom systems, Instrument Devices and heat tracing systems.
- Performed system SAT tests and solo-run of all motors.
- Participated in sub-station operation period with SPIE for 3 months.

## **QA/QC Electrical Engineer – Petroleum Projects & Technical Consultation Company – PETROJET**

**Sep 2014 – Feb 2015**

- **Project:** Egyptian Ethylene & Derivatives Complex (ETHYDCO) | Budget: \$300M | Consultant: Enppi/Toyo | Client: ETHYDCO
- Conducted QC inspections for light current systems, power systems, switchgears, transformers, and lighting systems.
- Prepared work procedures, ITP documents, test certificates, and sample approvals.

## **Construction Electrical Engineer – Petroleum Projects & Technical Consultation Company – PETROJET**

**Nov 2013 – Sep 2014**

- **Project:** ETHYDCO – Alexandria | Budget: \$300M | Consultant: Enppi/Toyo | Client: ETHYDCO
- Installed light current systems, LV switchgears, transformers, and lighting systems.

## **Technical Office Engineer – Incom Egypt Company for Wires, Cables, and Wire Harnesses**

**Sep 2012 – Oct 2013**

- Prepared technical offers and data sheets.
- Calculated material requirements for orders.
- Provided technical support and oversaw production to meet delivery schedules.
- Ensured compliance with UL standards and handled customer complaints.

## **Areas of Expertise**

---

- EPC Projects
- Electrical Engineering
- Construction & Commissioning
- Performance Reviews
- Tenders
- Procurement Strategy
- Execution Planning
- Oil & Gas Project Coordination

## **Courses & Certifications**

---

- IOSH Managing Safely
- Power Distribution
- Electrical Installation in Hazardous Areas
- Power Cables: Selection, Testing, and Fault Location
- Project Management Professional (PMP®) Preparation
- Numerical Analysis & Decision Making
- AutoCAD Software
- Business KPIs & Dashboard
- Data Sufficiency and Reasoning Program
- Change Management
- Cathodic Protection Specialist

## Skills

---

- Construction Management
- Electrical Construction
- Construction Site Inspections
- Engineering, Procurement, and Construction (EPC)
- Oil and Gas
- Onshore Oil & Gas
- Cost Estimation
- Project Management
- Time Management
- Multi-tasking
- Proactive
- Self-motivated with a flexible attitude and able to adapt quickly to change.
- Strong Leadership and cross-functional team coordination.
- Having exceptional interpersonal, communication and motivational skills.
- Proven ability to maintain project timelines, budgets, and safety standards
- Excellent Knowledge of FAT, SAT, and electrical documentation workflows

## Language

---

- **Arabic:** Native
- **English:** Fluent
- **French:** Intermediate

# CERTIFICATE OF ATTENDANCE

This is to certify that

**Mina Erian Abd Elmalak**

Has participated in and successfully completed  
all the prescribed requirements of

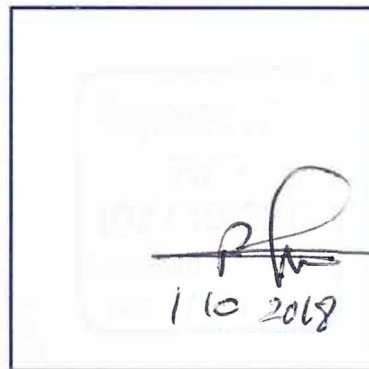
**Project Management Professional (PMP®) Preparation**

Covering all the project management knowledge areas in PMBOK® Guide 2017

Granted On : 03 / 08 / 2018

**Certified Instructor**

**Eng. Raymond Fraig**



Certificate No : CDM-040

Alex. Branch Manager  
Eng. Ahmed Mohrame

A handwritten signature in blue ink.



[www.cadmasters.org](http://www.cadmasters.org)



**ESLSCA**  
Business School

**School of Executive Education**

This certificate of attendance is awarded to

**Mr. Mina Erian Abd Elmalak**

*In recognition of successfully completing*

**Numerical Analysis & Decision Making**

**(9)** Actual training hours

During the period from 05<sup>th</sup> to 07<sup>th</sup> July 2020

Egypt

Executive Director  
Kareem El Hennawi

A handwritten signature in blue ink, appearing to be 'Kareem El Hennawi', written over a blue circular stamp.



00013033

Serial 1308202017



**Arabian Management House**  
**For Training & Consulting**

**CERTIFICATE**

This award is presented to

**Mina Erian Abd ElMalak**

Upon Successful Completion of Training Program

**BUSINESS KPI'S & DASHBOARD**

This award is hereby presented on 13 August 2020 for one week

General Manager

  
Samia Osman Mansor

Technical Director

  
Dr. Mahmoud A. Elfattah Radwan





# *Certificate of Achievement*

**Awarded to**

**Mina Erian Abd Elmalak**

Has successfully completed comprehensive training in

**Change Management**

And in recognition thereof, is hereby awarded this certificate.  
In witness thereof subscribed my name and affixed the seal of the

**HOUSE OF EXPERIENCE**

From 11<sup>th</sup> Mar: 15<sup>th</sup> Mar 2018

Instructor

**Dr. Ahmed Kamal El Din**

HOE Director





ENGINEERS SYNDICATE  
Training , Cultural and Community Service Committee



# CERTIFICATE

of

## COMPLETION

*Presented to*

**Eng. Mina Erian Abd Elmalak**

HAS PARTICIPATED IN AND SUCCESSFULLY COMPLETED  
ALL THE PRESCRIBED REQUIREMENTS OF

**Risk Management Professional (PMI-RMP®) Preparation**

COVERING THE PMI PRACTICE STANDARD OF  
RISK MANAGEMENT

**Eng. Raymond Fraig**  
Certified Instructor

**Eng. Karim Elkassar**  
Head Of Committee

**Prof. Hesham Seoudy**  
Head Of Syndicate

21 4 18

Granted on : **21/04/2018**

Certificate No. : **R18 - 02**



**ESLSCA**  
Business School

**School of Executive Education**

This certificate of attendance is awarded to

**Mr. Mina Erian Abd Elmalak**

*In recognition of successfully completing*

**Data Sufficiency and Reasoning Program**

**(9) Actual training hours**

During the period from 23<sup>rd</sup> to 25<sup>th</sup> February 2021

Egypt

Executive Director  
Kareem El Hennawi





BG Egypt

EGYPTIAN LNG PROJECT  
IDKU - EGYPT

**Certificate Of Achievement**

Presented to

*Mina Erian Abd Elmalak*

of

PETROJET

**In Recognition of Successfully Completing 2 Million Jobhours Worked  
Without A Lost Time Accident And  
The Efforts Made Towards Achieving  
A Zero Accident Program**

ALANE E. WOODYATT

Environmental, Safety & Health Manager

WILLIAM K. COOPER

Site Manager

