

OSAMA AL-MUTLAQ

Graduate Civil Engineer

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Summary

High-achieving Civil Engineering graduate from King Saud University (GPA 4.4/5) and CAPM® certified professional. Offers practical experience in facility management and site coordination through tenure at the King Salman Park Foundation, a key Vision 2030 project. Strong technical foundation in structural analysis, HSE compliance, and engineering reporting using Saudi Building Code (SBC) and MOMRA standards. Bilingual (Arabic/English) with advanced proficiency in AutoCAD, CSI Bridge, and Excel. Seeking an entry-level Civil Engineer or Site Engineer role to contribute to project delivery and quality control.

Experience

Facility Management Trainee, KING SALMAN PARK FOUNDATION

Jun 2025 – Present

- Coordinated facility management operations for a mega-scale government project (Vision 2030), ensuring alignment with quality control standards and operational timelines.
- Prepared detailed KPI and performance reports to track contractor progress and facility readiness for senior management reviews.
- Managed technical coordination between site engineers, supervisors, and contractors to resolve defects and site issues efficiently.
- Maintained comprehensive Engineering Logs and HSE documentation to ensure strict compliance with Saudi Building Code (SBC) and MOMRA safety regulations.
- Developed automated Excel-based trackers to monitor inspections, defect rectification (snag lists), and action items.

Trainee – Training and Career Development, GDC

Jun 2019 – Aug 2019

- Organized reports, schedules, and training documentation for program coordination.
- Prepared structured presentation materials for internal use.
- Strengthened skills in communication, time management, and administrative coordination.

Projects

Bridge linking Othman's Road crossing King Salman's Road, Graduation Project - Civil Engineering

- Conducted full structural engineering analysis using CSI Bridge and Excel to verify structural integrity.
- Produced detailed AutoCAD structural drawings and technical design documentation for submission.
- Performed quantity take-offs (QTO) and engineering verification to ensure design feasibility.
- Ensured full design compliance with AASHTO LRFD, Saudi Building Code (SBC), and MOMRA standards.

Education

Bachelor of Civil Engineering, KING SAUD UNIVERSITY - GPA (4.4/5)

Aug 2020 – Dec 2025

Certifications & MEMBERSHIPS

Certified Associate In Project Management — JAN 2025 (PMI)

IELTS — Overall Band 7 - BRITISH COUNCIL - 2025

Saudi Council of Engineers (SCE)

Technical Skills

Site Coordination, KPI & Performance Reporting, Quality Control Support, HSE Documentation & Safety Compliance, Engineering Documentation, Contractor Coordination

SOFTWARE & TOOLS

AutoCAD, ETABS, CSI Bridge, Revit, Microsoft Word, Excel, PowerPoint

Languages

- Arabic
- English