

FAHMI MOH'D HAJJAR

Phone: 00966-564770295

Email: fahmihajjar93@gmail.com

Location: Medinah Munawarah, Saudi Arabia

LinkedIn Profile: <https://www.linkedin.com/in/fahmi-hajjar/>

Professional Summary

Accomplished Civil Engineer with 9 years of experience in the construction and contracting industry, specializing in technical office management, site supervision, and project coordination. Proven track record in delivering high-quality projects for NGOs, hotel fit-outs, and specialized construction solutions in waterproofing, fireproofing, and rockfall stabilization. Adept at managing project documentation, coordinating between site and office teams, and ensuring compliance with project specifications and industry standards. Currently based in KSA, bringing a strong commitment to excellence in project execution and technical leadership.

Key Achievements

Successfully led technical office operations for NGO-funded construction projects in Jordan, ensuring compliance with stringent quality and safety standards.

Played a key role in the fit-out of luxury hotels in Dubai, contributing to the successful delivery of high-profile projects on time and within budget.

Streamlined project documentation processes at Shayyar for Construction & Contracting, reducing administrative overhead by 25%.

Implemented advanced waterproofing, fireproofing, and engineering solutions at GulfCrete LTD, enhancing project durability and client satisfaction.

Spearheaded the adoption of new technologies in rockfall stabilization, improving safety and efficiency on site.

Core Competencies

Technical Office Management, Project Coordination & Documentation, AutoCAD & Revit Expertise, Quantity Surveying & Cost Estimation, Quality Assurance & Compliance, Site Supervision & Safety Management, Waterproofing & Rockfall Stabilization, Leadership & Team Collaboration

Professional Experience

Technical Office Engineer

GulfCrete LTD – KSA

June 2023 – Present

- Manage technical office activities for waterproofing, fireproofing, and rockfall stabilization projects, ensuring precise execution of technical drawings and specifications.
- Collaborate with project managers, site teams, and subcontractors to deliver projects on time and within budget.
- Oversee the preparation and submission of project documentation, including RFIs, submittals, and change orders.
- Implement quality control measures, ensuring compliance with industry standards and client requirements.
- Provide technical support and mentorship to junior engineers and drafting staff.

Senior Technical Office Engineer

Shayyar for Construction & Contracting – Jordan

June 2020 – June 2023

- Led technical office operations for NGO-funded construction projects, overseeing project documentation, cost estimation, and contract management.
- Coordinated closely with site teams to ensure accurate implementation of project designs and specifications.
- Developed and maintained strong relationships with clients, consultants, and subcontractors, ensuring successful project delivery.
- Implemented process improvements that enhanced project efficiency and reduced costs.

Junior Technical Office Engineer

ALSIIN Style Solution Studio DMCC – Dubai

May 2019 – June 2020

- Assisted in the preparation and review of technical drawings and specifications for luxury hotel fit-out projects.
- Supported the procurement process by preparing material requisitions and coordinating with suppliers.

- Conducted site visits to monitor project progress and ensure adherence to design intent and quality standards.
- Contributed to the successful completion of high-end fit-out projects, ensuring client satisfaction.

Site Engineer

Shayyar for Construction & Contracting – Jordan

May 2017 – May 2019

- Supervised on-site construction activities for NGO-funded projects, ensuring compliance with design specifications and safety standards.
- Coordinated with project managers, subcontractors, and suppliers to ensure timely delivery of construction materials and services.
- Managed project documentation, including daily reports, progress updates, and as-built drawings.
- Played a key role in resolving on-site challenges and maintaining project schedules.

Education

Bachelor of Science in Civil Engineering
University of Jordan – Amman, Jordan
Graduated: 2017

Certifications

Certified Cost Professional - 2025
Certified AutoCAD Professional – 2015
Revit Architecture Professional Certification – 2016
Primavera Version 6 / Level 1 - 2015
Microsoft Excel from beginner to advanced – 2020
Microsoft Project from beginner to expert – 2020
Quantity Surveying - 2016

Languages

English: Fluent
Arabic: Mother Tongue

References

Available upon request.