



## PERSONAL INFORMATION

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**Name:** Fanar Ali Malik Gassmalseed  
**Nationality:** Sudanese  
**Birth date:** 25<sup>th</sup> June 1992, Sudan  
**Gender:** Female  
**Status:** Single

## CONTACT INFORMATION

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**Full name:** Fanar Ali Malik Gassmalseed **Mobile:** 0528653992  
**address:** Abu Dhabi **Email:** fanarmalik@gmail.com

## OBJECTIVES

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To use my skills in the best possible way for achieving the company's goals.

To solve problems in an effective/creative manner in a challenging position.

Seeking a responsible job with an opportunity for professional challenges.

## EDUCATION

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July 2015

Civil engineering specialization; honor degree.

Faculty of civil engineering,

**University of Science and Technology,**

Omdurman-Sudan

Nov 2015

Safety and health training course,

**EHS-Academy,**

Cairo-Egypt

April – May 2018

Course in Project Management Professional According to the PMI

**Milestone Training Center**

Khartoum-Sudan.

January 17,2021

**Equivalency Certificate no. (202078587-1277115).**

January 2016  
July 2020

## WORK EXPERIENCE

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### **Worked for Al-Gafari for Integrated Solutions Co.Ltd**

Khartoum – Sudan.

#### **Responsibilities:**

- Administering steel work, carpentry, concrete, finishing works floor marble, walls, tiling for floor and walls, aluminum, glass works, embankment, water proofing, Epoxy flooring and expansion joints, sanitary, plumbing, and looking after electrical and paint works.
- Preparing area including steel and carpentry.
- getting approval from consultant for concrete.
- Handles all the aspects of the project from project initiation to project delivery and Ensure that the project is delivered on-time, within scope and within budget.
- Preparing periodic payments.
- Preparing bill of quantities.
- Implement project execution strategy & ensure implementation of quality control standards.
- Measure & track project performance by using appropriate tools and techniques, specifically to analyze the successful completion of short and long-term goals.
- Ensure resource availability and allocation and perform the cost control
- Following up from the Owner or Consultant any (shop or revise) drawing, material and subcontractor approval etc.
- Reporting to office any variation work and to get approval from consultant and owner.
- Supervise and co-ordinate staff, Sub-Contractors, material suppliers and Utility providers to ensure an efficient method of build to the required build quality and build program.
- Ensuring that all materials used, and work performed are as per specifications.
- Overseeing the selection and requisition of materials and plant.

- Agreeing a price for materials and making cost-effective solutions and proposals for the intended project.
- Managing, monitoring and interpreting the contract design documents supplied by the client or architect.
- Perform risk management to minimize project risks.
- Liaising with any consultants, subcontractors, supervisors, planners, quantity surveyors and the general workforce involved in the project.
- Communicating with consultant & client and their representatives (architects, engineers and surveyors), including attending regular meetings to keep them informed of progress.
- Day-to-day management of the site, including supervising and monitoring the site labor force and the work of any subcontractors.
- Planning the work and efficiently organizing the plant and site facilities in order to meet agreed deadlines.
- Overseeing quality control and health and safety matters on site.
- Preparing reports as required; (monthly – weekly).
- Preparing materials, and method of statement submittal to consultant to obtain the approval.

Feb. 21, 2021  
till now

**RKOEN AL NASEEM** for contracting and maintenance.

Jan 2015-  
Feb 2016

**Training with Ministry of Infrastructures and Transportations,**

Roads department, Khartoum-Sudan.

**SKILLS**

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**Computer skills:**

- MEPS
- AutoCAD
- Word
- Excel
- PowerPoint

**Personal skills**

- Communication skills.
- Ability to work well under pressure and handle multiple tasks.
- Flexible and adaptive to change, resourceful in getting the work done.



- Excellent interpersonal skills; able to relates well with people from diverse background and cultures.
- Pleasant personality, Sociable person, friendly attitudes, very tolerant, accommodating and honorable behavior.

**Core strength:**

- Construction Management.
- Project Management.
- Risk Management.
- Quality Control Management.
- Site Supervision.
- Material Procurement & Negotiating Skills.
- Critical Path Project Management.
- Safety & Compliance Management.
- Cross Cultural Work Environments.
- Team Building and Leadership.
- Tenders & Contracts Administration.

**Language**

- Arabic (Mother Language).
- English.

**REFERENCES**

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**Selma Yahia**

Head of faculty of civil engineering, University of Science and Technology.  
Tel: 00249121836649