

Personal Information

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- UAE Driving License

**Professional Summary**

A civil engineer with three years' experience in construction management and contracting management. Having strong abilities in planning, executing, and supervising all civil activities and works in construction projects. Committed to improving myself by enrolling in courses, reading in reference, and learning from top professionals in the industry.

Education

- **Bachelor of Engineering (Honours) in Civil Engineering, Sudan University of Science and Technology – Khartoum, Sudan. (2017).**

Work experience

January 2019 – till now

Contracts Officer– Al ESKAN AL JAMAE company ‘ WWW.ESKANUAE.COM ’ (UAE)

- Initiating and provide tenant with leasing contracts.
- dealing with inquires and requests as per customers' needs.
- Day to day reports and follow up the contracts.
- Dealing with Kpi for contracts Q.C.
- Dealing with client customer and make the final contracts with them
Follow up the tasks within workflow system.
- Document controlling in Yardi system and Acc max.
- Arrange with Purchase department to get in line with client requests.

November 2017 to December 2018

Site Engineer - Murtada Maaz Consultancy – Khartoum

- Assist the site manager in work supervision.
- Reviewing the shop drawings and drawing as built.
- Ordering, Receiving and store Material on site.
- Reviewing and assessing contract variation.
- Preparation/provision of support documentation for project reporting process.
- Management of civil engineering interface with multiple stakeholders.
- Supervision on excavation and backfilling works for pipelines.
- Contracting and manage the contract with sub-contractors.
- General and Technical Site supervision of Civil works at power sub-stations, including foundations, trenches, control building and associated works.
- Estimating and ensuring the adequate supply of material.
- Plan and execute Civil works Construction in coordination with Civil Contractors.
- Monitor progress of Civil Contractors as per the schedule agreed.
- Perform engineering work with the Civil Design Discipline team on water and wastewater projects including pipelines, pumping stations, and site layout for municipal and private industrial clients.

- Work on engineering designs reports, construction drawings, specifications, calculations, equipment selection for various project.

Summary of Capabilities

- Possessing high ethical standards.
- Engineering drawing and detailing with **AutoCAD**.
- Structural analysis and design software (**ETAP and Safe**)
- Quantity surveying utilizing **MS Excel**.
- Reliable site engineer and good at quality assurance and control.
- Persistent in reaching goals, able to overcome many obstacles and tackle hindering difficulties with confidence to reach the desired results.
- Excellent computer literacy in MS office.
- Self-motivated, and able to work under pressure to meet tight deadlines.
- Communicative, initiative, and dependable team partner.
- Able to work with a wide variety of civil engineering computer software.
- Possessing excellent analytical skills and strong academic background.
- Constantly driven to learn more and gain new work experience.
- Employing self-learning to advance knowledge on subjects.
- Possessing excellent public speaking skills.
- Good at modelling and performing thorough analysis to real-life problems.
- Ability to work with different cultures.

Language

- **Arabic: Mother Tongue**
- **English: Fluent**
- **Urdu: Beginner**

Courses

- Personal analysis and the art of persuasion
- Modern Management Strategies
- marketing (basics & advanced)
- Body language
- Administrative Development skills
- Computer Advanced Skills (Word –Excel –AutoCAD) - Lana Training Centre.
- Training Course on Dams Implementation (Unit div) - Marwe Dam operation.