

Mostafa Tharwat Mahmoud Elgendy

PROJECT MANAGER & ARCHITECT

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EXPERIENCE & POSITIONS (20 y)

2020 --- NOW

PROJECT MANAGER

SITES INTERNATIONAL CONSULTANCY COMPANY

LOCATION: CAIRO, EGYPT

Supervise all **Landscape Works for TAJ CITY/PARK RESIDENCE - Zone (T) Project** & Monitoring for all steps of project progress with the contractors And Client & Leading a teamwork for the project.

2019 – 2020

SECTOR MANAGER

LA VISTA COMPANY

LOCATION: LA VISTA CITY, NEW ADMINSTRITIVE CAPITAL, EGYPT

Supervise all steps for **Finishing Works For (250) villas for Sector (3) at the project.** follow up all finishing works from the contractors with our teamwork. Made a necessary Report to the project manager and extracts for the sector.

2017 – 2019

PROJECT MANAGER

SENIOR ARCHITECT ENGINEER

ABDEL ELLA ALMOHANNA CONSULTANCY OFFICE.

LOCATION: Riyadh, KSA

Supervise Works for **Projects (PPA) Public Pension Agency's branch's** at (Makkah& Jeddah& Madinah& Najran& Damam).and Monitoring for all steps of the projects with the contractors And Client & Submitting all the shop drawings and materials as per specs.

2016 – 2017

PROJECT MANAGER

BOUDEL COMPANY

LOCATION: Riyadh, KSA

Supervise all Works related of **Renovation Hotel Project, AL Yasmin Branch.**& follow up the progress with all Parts (contractors & local suppliers and Chinese partner for Supply& Install all the decorative furniture) ,Planning Projects, Management, Contracts .

2010 – 2016

PROJECTS MANAGER

SALEHIYA TRADING COMPANY

LOCATION: Riyadh, KSA

Technical office for Designs & shop drawings for a Renovation Of the Hospitals, Supervision Of Projects, Planning Projects, Management, Contracts And Tendering.

2007 - 2010

ARCHITECT MANAGER

EL-GOULIKA ENGINEERING CONSULTANCY OFFICE

LOCATION: Riyadh, KSA

Designs & shop drawings and Supervision for all Projects, Planning Projects, Management, Contracts and Tendering.

2006 - 2007

ARCHITECT ENGINEER

TIBA TRADING COMPANY

LOCATION: Cairo, EGYPT

Designs & shop drawings for Villas& Chalets, Coordinate shop drawings and working drawings with specs.

2004 - 2006

SITE MANAGER

OTHAIM INVESTMENT

LOCATION: Oniazah, KSA

Supervision of commercial buildings market of Onaizah, And Maintenance Manager for operating the Market.

JAN 2004

ARCHITECT ENGINEER

ALTASSAMEM ENGINEERING CONSULTANCY OFFICE

LOCATION: Buridah, KSA

Designs & shop drawings and Supervision for all Projects.

MAY 2003

ARCHITECT ENGINEER

EBDAA ENGINEERING CONSULTANCY OFFICE

LOCATION: 6thOctober, EGYPT

Designs & shop drawings and Supervision for all Projects.

SKILLS

PROFESSIONAL:

AutoCAD (2D&3D)	●●●●●●
ArchiCAD	●●●●●●
Microsoft Office	●●●●●●
Photoshop	●●●●●●
Art-Lantis	●●●●●●
Sketch up	●●●●●●
Revit Arch.	●●●●●●
Microsoft Project	●●●●●●

ADDITIONAL PROFESSIONAL SUPERVISION:

Architectural Finishing	●●●●●●
Civil work	●●●●●●
Basics Elect.&Mech. &Plum. Works	●●●●●●

PERSONAL:

Creativity	●●●●●●
Efficiency	●●●●●●
Planning	●●●●●●
Leadership	●●●●●●
Communication	●●●●●●
Strategy	●●●●●●
Team Work	●●●●●●
Troubleshooting	●●●●●●
Organization	●●●●●●

Education

- ❖ HELWAN UNIVERSITY, Faculty of Engineering, Cairo (Egypt).
- ❖ Bachelor of Architecture Engineering 1999 – 2003 (GOOD Graduation)
- ❖ Project Graduate: Good

Courses

- ❖ PMP (project Management Professional) training COURSE (35 hours /KSA-2015)- (working on Pass the test ASAP).
- ❖ REVIT Architectural.
- ❖ ARCHICAD.
- ❖ AUTOCAD+ PHOTOSHOP

Languages

Arabic	●●●●●●
English	●●●●●●
French	●●●●●●

Personal Information's

- ❖ Place of Birth : CAIRO, EGYPT
- ❖ Date of BIRTH: 12th MARCH 1982.
- ❖ Nationality : EGYPTIAN.
- ❖ Religion : MUSLIM
- ❖ Marital STATUS: MARRIED + (1) DAUGHTER.
- ❖ MILITARY STATUS : EXEMPTED

EXPERIENCE DETAILS:

Responsibilities & Job Description:

Supervise all Steps for **LANDSCAPE works at TAJ-CITY PROJECT /PARK RESIDENCE - ZONE (T) (240,000,000 EGP)**

- Review and evaluate project design and raise the owner of all observations.
- Study the Schedule time plan which submitted by the contractor and assistant to reach an executable timetable.
- Follow up with the teamwork the Approval of the shop drawings and materials for the project which submitted by the contractors after reviewing & conforming as per the specifications of the project. Also AS-BUILT drawings.
- Prepare monthly reports that show the progress of work, percentage of actual completion of the project, volume of manpower and cash flows of the project.
- Review the Suppliers & Subcontractors which submitted by the main contractor and recommend to the owner about their ability to work.
- Review the Payments of the project according to the volume of works at the site.
- Coordinating with Cross-discipline team members to make sure that all parties are on track with project requirements, deadlines, and schedules. And ensuring that the client's needs are met and the project objectives are achieved in an appropriate manner.
- Controlling the risks that may affect the implementation of the project, and determining the necessary preventive measures with the owner and project management to avoid these risks.
- Follow-up Quality plan during the implementation of the project through the implementation of the necessary inspections and reviews, and determine preventive measures in case of any problems in quality.
- Meeting with Project team members to identify and resolve issues.
- Submitting project deliverables and ensuring that they adhere to the quality standards.
- Preparing the status reports by gathering, analyzing and summarizing relevant information.
- Establishing effective project communication plans and ensuring their execution.
- Dealing with any changes that occur during the implementation of the project, determining the impact of these changes on the schedule & resources, and identifying the necessary solutions to address these changes.
- Identifying and developing new opportunities with clients.
- Obtaining customer acceptance of project deliverables.
- Managing Client satisfaction within the project transition period.
- Conducting post-project evaluation and identifying successful & unsuccessful project elements.

Company Name :

**SITES INTERNATIONAL
CONSULTANCY COMPANY**

Last Position :

PROJECT MANAGER

Location :

CAIRO-EGYPT

During :

August 2020 – TILL NOW....

Responsibilities & Job Description:

Supervise all steps for Finishing WORKS FOR Sector (3) at LA Vista City Mega Project which content 250 villas:

- Organize the works as per schedule and ensure that tasks and project deadlines are met.
- Directed the teamwork and Labors which divide the tasks among them and ensure they are carried out accurately according to shop drawings & standards as per specifications.
- Follow up the progress of work and ensure that the work team adheres to the schedule and cost set for the project.
- Ensure that the works is carried out to high standards as per approval specifications. which to keeping the Quality of the project.
- Act effectively to identify and address any potential risks that may affect the quality or schedule of work.
- Resolving any issues that arise during the construction process on the site.
- comply the safety plan at the construction site and apply appropriate safety procedures to protect workers and equipment.

Company Name :

LA VISTA CITY Company.

Last Position :

SECTOR MANAGER

Location :

**New Administrative Capital City –
EGYPT**

During :

September 2019 – July 2020

Responsibilities& Job Description:

Supervision of Mega Projects (PPA) Public Pension Agency's branches at (Makkah& Jeddah& Madinah& Najran& Damam):

- Review and evaluate project design and raise the owner of all observations.
- Study the Schedule time plan which submitted by the contractor and assistant to reach an executable timetable.
- Approval of the shop drawings and materials for the project which submitted by the contractor after reviewing & conforming as per the specifications of the project.
- Prepare monthly reports that show the progress of work, percentage of actual completion of the project, volume of manpower and cash flows of the project.....
- Review the Suppliers &Subcontractors which submitted by the main contractor and recommend to the owner about their ability to work.
- Review the Payments of the project according to the volume of works at the site.
- Audit on approval for As-Built drawings after finishing the Works for all disciplines.

Company Name :

**ABDEL ELLA ALMOHANNA
CONSULTANCY OFFICE.**

Last Position :

Project Manager

Senior Architect Engineer

Location :

Riyadh - KSA

During :

January 2017 - June 2019

Responsibilities& Job Description:

- Supervision of Renovation Hotel Project, AL Yasmin Branch (Riyadh).
- Supervision all work at the site and guide all teams of the work as per Specs of the Project & Made a Schedule time plan and coordinate all the departments to saving a time& Cost.
- Making a shop drawing (arch. Work) and presentation for the project. And Connect with China Branch office to coordinating with them about the measurements of the furniture & Decor after finish all construction work.
- Prepare weekly& monthly reports to show the progress of work, percentage of actual completion of the project, volume of manpower in project.
- Confirming the Suppliers & contractors after Review all Data regarding them.
- Review the Payments of the project according to the volume of works at the site.
- Audit on approval for As-Built drawings after finishing the Works for all disciplines.

Company Name :

BOUDEL HOTELS COMPANY.

Last Position :

Project Manager

Location :

Riyadh - KSA

During :

May 2016 - January 2017

Responsibilities& Job Description:

Supervise & Manage all works for Healthcare Mega Projects &Renovation of the Hospitals at all Governments hospitals kingdom wise.

- ❖ Manage all Engineers & Technicians power for all the projects.
- ❖ Preparing the tender documents & quotes the tenders after inspection the project.
- ❖ Making a project work plan for the projects. And scope of works from civil part .
- ❖ Design & Revision all the proposal of the new renovation projects in the hospitals after Meetings with the clients to getting all requirements needed.
- ❖ Making a shop drawing (arch. Work) and presentation for the project. And Coordinate with our third Part (MEDIK Comp.) to installing the Glass Cladding for OR & Endoscopy Rooms.
- ❖ Supervision Works for all disciplines works for the healthcare projects (civil &Arch.& Electrical & HVAC& Plumbing WorkEtc.) at the sites.
- ❖ Contact with the consultant to preparing the final drawings and shop drawings for all works which working at the sites .If the Subcontractors Can't do that. And he can making (Arch, plumbing, electrical) as a standard.
- ❖ Helping Medical& installation team for designs and working at the sites & And Making the cost analysis for the civil works with End alpha team.
- ❖ Searching of subcontractors to doing the Medical projects .And they must have be a very good experience for Medical works.
- ❖ Making the contract with subcontractors. And follow up the contracts and all the payments regarding the phases.

Projects:

- **5 Endoscopy room &Facilities area Dept.at King Abdulla Medical City.**
Makkah, Projects Manager for the project (24,500,000 SAR)
- **3 Endoscopy Room &Facilities area Dept. at ALHADAA Military hospital**
Tahif, Project Manager for the project (7,500,000 SAR)

Company Name :

EL SALEHIYA TRADING COMPANY

Last Position :

Projects Manager & Main Supervisor For

Civil & Finishing Works Of Fully

Integrated OR - K.S.A

Location :

Riyadh - K.S.A

During :

December 2010 - May 2016

- **3 Endoscopy Room & Facilities area Dept. at King Fahd General hospital Madina** , Projects Manager and Main supervisor for the project (7,000,000 SAR)
- **8 Operation Rooms & Facilities area Dept. at King Fahd hospital Jeddah** , Projects Manager and Main supervisor for the project (26,000,000 SAR)
- **(13 Operation Rooms & 6 NICU room) & Facilities area Dept. at King Fahd Medical City Riyadh** , Project Manager & Main supervisor and management for the project & follow up the engineers & technicians who are working in the project (43,000,000 SAR)
- **(8 Operation Rooms & 3 Endoscopy rooms) & Facilities area Dept. at King Faisal specialist hospital Riyadh** , Main supervisor and management for the project & follow up all Steps for the Project. (53,000,000 SAR)
- **3 Endoscopy Rooms & Facilities area Department .at Asser general hospital. Abha** , Main supervisor and management for the project & follow up all Steps for the Project. (13,700,000 SAR)
- **2 Bronchoscopy Room & Facilities area Dept. at Prince Mohamed ben Abdulaziz hospital Riyadh** , Projects Manager and Main supervisor for the project. (10,500,000 SAR)
- **8 Operation Rooms & 2 One day Surgery & Facilities area Dept. at East Jeddah hospital Jeddah** , Main supervisor and management for the project & follow up all Steps for the Project. (42,000,000 SAR)
- **8 Operation Rooms & Facilities area Dept. at King Faisal Hospital-alshisha Makkah** , Main supervisor and management for the project & follow up all Steps for the Project. (22,600,000 SAR)
- **4 Endoscopy Rooms & Facilities area Dept. at King Fahd University hospital Al-Khobar** , Main supervisor and management for the project & follow up all Steps for the Project. (10,600,000 SAR)
- **8 Labor & delivery Dept. & 2 Cesarean Rooms & Facilities area Dept. at Royal commission Medical Center Yanbu** , Main supervisor and management for the project & follow up all Steps for the Project. (9,000,000 SAR)

Company Name :

EL SALEHIYA TRADING COMPANY

Last Position :

Projects Manager & Main Supervisor For
Civil & Finishing Works Of Fully
Integrated OR - K.S.A

Location :

Riyadh - K.S.A

During :

December 2010 - May 2016

Responsibilities & Job Description:

Architect Manager (designer, supervisor execution sites, and Head of the Architect Department.

❖ **Prepare and design Shop Drawings**

- Making Designs & shop drawings consultant instructions & Specs.
- Coordinate all shop drawings and with other Drawings (mechanical, plumbing, electrical) as per instructions & Specs.

Projects:

- **Extension for Security Forces Hospital, Ministry Of Interior.**
Riyadh , Design & Shop drawings as per consultant instructions & Specs.
- **El Ateeq palace.** Riyadh
- **El Gouluka Residential Building.** Riyadh
- **El Gouluka villas.** Riyadh
- **El Bazz palace.** Riyadh
- **More Villas & Residential Building and Malls.** Riyadh

Design & Shop drawings and Site supervision on construction of the civil working and finishing.

Company Name :

EL GOULIKA ENGINEERING
CONSULTANCY OFFICE

Last Position :

Head of Architect Department

Location :

Riyadh - K.S.A

During :

January 2007 - December 2010

Responsibilities& Job Description:

- Architect Engineer in the Technical office of the company for Projects:

New Cairo (Egypt) (PATIO 1&2)

Red Sea resort of (La VISTA 1&2) El Ain El Sukhna.

- Making a shop drawing as per instructions & Specs.
- Making a Design Modifications and calculate the Quantities.
- Coordinate all shop drawings and with other Drawings (mechanical, plumping, electrical) as per instructions & Specs.

Company Name :

TIBA for Trading& Contracting

Last Position :

Architect Engineer (Technical Office)

Location :

Cairo – Egypt

During :

April 2006 --- January 2007

Responsibilities& Job Description:

- Architect (Site Manager) at Onaizah operation and Maintenance Company, which is the one of Othaim investments companies.
- Supervisor and SITE Manager of the commercial buildings market of Onaizah in Saudi Arabia.
- Maintenance Manager of the commercial buildings market of Onaizah city In Saudi Arabia

Company Name :

OTHAIM Investment

Last Position :

Architect Engineer (Site Manager)

Location :

Onaizah – K.S.A

During :

December 2004 - March 2006

Responsibilities& Job Description:

- Junior Architect Engineer (designer and supervisor execution sites).
- Making Designs &shop drawings as per instructions & Specs.
- Coordinate all shop drawings and with other Drawings (mechanical, plumping, electrical) as per instructions& Specs.

Projects:

El Qedeby Mall Buridah

More Villas Buridah

Design & Shop drawings and Site supervision on construction of the civil working and finishing.

Company Name :

**ALTASSAMEM ENGINEERING
CONSULTANCY OFFICE**

Last Position :

Architect Engineer

Location :

Buridah – K.S.A

During :

January 2004 - December 2004

Responsibilities& Job Description:

From: May 2003 till December 2003

Working officially on Design Building &Working Design and Working Sites House Building & Center Building.....and more.

- **Junior Architect Engineer** (designer and supervisor execution sites)
- Prepare and design Shop Drawings

From: May 2002 till October 2002

Training + Working in the summer training.

From: May 2001 till October 2001

Training + Working in the summer training.

Company Name :

**EBDAA ENGINEERING
CONSULTANCY OFFICE**

Last Position :

Junior Architect Engineer

Location :

Cairo – EGYPT

During :

May 2003 -- December 2003

Thank you