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**Curriculum vitae**

**Bousaina**

**Electrical Engineering Manager**

**E-mail address:** [**bousaina.380191@2freemail.com**](mailto:bousaina.380191@2freemail.com)

**Objective**

**Electrical Engineering Manager Position** within a progressive reputed organization, which facilitates professional growth and utilization of my qualifications and experience, while embracing new methodologies and strategies to remain competitive in the market

**Personal & Professional Profile**

* More than 18 years of extensive professional experience in the field of Electrical Engineering.
* Capable, self-motivated and result oriented professional with ability to work with client and contractor as a strong team member.
* A determined and enthusiastic person with the ability to interface cordially at all levels
* A self-starter, quick learner and able to handle multiple tasks
* Ability to work under tremendous work pressure with ease and efficiency
* Leading and dealing effectively in a multicultural environment
* Membership of society of ENGINEERS – UAE

**Educational & Professional Qualification**

* **Certificate Course in English/ Arabic Typing** from Nadia Training Institute, Dubai, UAE - 1996
* **Computer Course** from Nadia Training Institute, Dubai, UAE – 2001
  + MS Word, MS Excel, AutoCAD R-2000
* **Bachelor of Technology in Electrical Engineering** from Power Branch Tishreen University, Syria – 1988

**Professional Experience**

**Aug 2015 to present JLA engineering consultant Abu Dhabi-UAE**

**Head of electrical design department**

* Ability to prepare staffing schedules, project budget hours and work plans interfacing with team members and management personal to ensure smooth execution the project.
* Managing a team of Electrical engineers proficient in Electrical systems   
  Responsible for the IT, Telecom, ELV, Electronic Security and Fire Alarm systems design contents as assigned together with its follow-up for Authorities and Client's approval.
* Responsible for chairing coordination meetings with the client and developer to ensure that the intended design is implemented
* Coordination with other Discipline Engineers (Architectural, Structural, Mechanical and Electrical) as applicable Project Management Duties.
* Responsible for the design of the IT, Telecom, ELV, Security and Fire Alarm services.
* Participation in design meetings and workshops. If required.
* Preparation of meeting records, design and design progress reports.
* Coordinate with design managers undertaking close-out work in all stages of the design development
* Validate & check design drawings for IT/ Communications Systems & Security construction phases of the project.
* Assisting and coordinating with Architectural, Structural, Mechanical and Electrical design teams in maintaining design quality and project schedule with respect to Communications, Life Safety and Automated Systems. Duties and Responsibilities
* coordinated with all authorities for approval (ADDC, Civil Defence, Etisalat, Du, UTT)
* Utilise computer software/analysis tools such DIAUX, AutoCAD 2016, REVIT16.

**Professional Experience**

**March 2014 to July 2015 Alturth engineering consultant Dubai-UAE**

**Senior electrical design engineer**

**JOB PROFILE**

* Proses strong electrical design experience of 11KV networks, 440 Volt distribution system, low voltage system, security, CCTV, fire alarm, and BMS systems as well as data/voice structured cabling, lighting, design lighting control and Lightning protection .
* Use of computer software/analysis tools as DIALUX , AutoCAD 2014
* Prepared electrical specifications, BOQ.
* coordinated with all authorities for approval (DEWA, Civil Defence, Etisalat, Du)

**Professional Experience**

**December 2011 to January 2013 The Syria trust for developments Damascus Syria**

**Senior electrical engineer in Project Managements**

**Unit of Massar Rose project**

**JOB PROFILE**

* In association with the Design manager, manage the electrical and IT/AV design activities of the entire project. (Team leader) this includes thorough documents technical reviews and follow up with consultants for scope and design compliance.
* Co-ordination of affective and management of electrical construction activities including all technical submittals process (material submittals, method statements, shop drawings, commissioning and Handover.
* In association with the consultants and client, identify latest proven technologies suitable for use on the project.
* Preparing list of base and alternative manufacture.
* Chair regular progress/technical meetings and workshops with contractor, vendors and consultant.
* To assist the contractor in providing strategy and tender documents for electrical, and Technical Review of the tender and commercial proposals put forward.

**Professional Experience**

**October 2009 to October 2011 JLA international engineering llc Abu Dhabi U.A.E.**

**Senior electrical design engineer**

**JOB PROFILE**

* Prepare design review for low voltage system, security, CCTV, fire alarm, and BMS systems as well as data/voice, video intercom, telecommunication, lighting control, public address system, central battery, lightning protection.
* Co-ordinate with the all authorities for approval. ( ADWEA, Civil defence Etisalat and Du for sharing GSM system)
* Site senior electrical engineer review, approved and processed all electrical technical submittals and materials, shop drawings and as built drawings.
* Received/action request for information (RFI) that apply to electrical work.
* Monitored and controlled the day to day activities of the electrical inspector’s site work inspection as well as inspection of the material delivered at contractor’s store.
* Witnessing of factory inspections for HV system and low voltage panels MDB,SMDB and FDB including megar test and insulation test.

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**Professional Experience**

**October 2007 Till September 2009 M/s.Pell Frischmann Conseco international LTD DUBAI, U.A.E. Electrical Team leader**

**JOB PROFILE**

* Provide design decisions and recommendations, both complimenting and leading the electrical design team.
* Certify design of all towers, commercial, large mixed use, developments, hospitality, and residential projects.
* Possess strong electrical design experience of 11KV networks, 440 Volt distribution system, low voltage system, security, CCTV, fire alarm, and BMS systems as well as data/voice structured cabling, lighting, design lighting control and Lightning protection .
* Utilise computer software/analysis tools such DIAUX and ECODIAL 3.3 , AutoCAD 2010

**Professional Experience**

**August 2006 till September 2007 M/s.HYDRO Engineering consultant DUBAI, U.A.E.**

**Senior Electrical Designer**

**JOB PROFILE**

* Posses strong electrical design experience of 11KV networks, 440 Volt distribution system, low voltage system, security, CCTV, fire alarm, and BMS systems as well as data/voice structured cabling, lighting, design lighting control and Lightning protection .
* Use of computer software/analysis tools as DIALUX , AutoCAD 2008
* Familiar with NFPA, 70, 72,101, British Standard BS7671, IEE wiring regulation.
* Prepared specifications, coordinated with all authorities for approval.

**Professional Experience**

**May1999- till July. 2006 M/s. Al Hamad Contracting Company, Sharjah, U.A.E.**

**Electrical designer**

**JOB PROFILE**

* Involved in Electrical Design.
* Inspected Low Voltage electrical installation to ensure compliance with company specifications and regulations.
* Verified method of work conforming to specifications and approved drawings
* Assured that proper materials are supplied at the site and ensured quality assurance, monitored project execution on a regular basis
* Inspected equipment’s and tools at site to ensure safe and efficient operation.
* Co-ordinating with contractor’s safety officers to comply with safe work practices and procedures, conducted safety inspection at random
* Liaised with client as and when required and furnished technical clarifications
* Prepared technical documentation, submittals and verified all built drawings, operations and maintenance Manuals
* Coordinated with drafting section for drawings and production during execution
* Evaluated and released monthly bills of contractor
* Carried out pre-commissioning tests and post-energy station tests.

**Major Projects handled**

* Al Shams towers ( 3B+3 towers 19th +21th+22nd ) Al Reem island Abu Dhabi .(Design & supervision)
* 12 Villas mock-up in al Falah Abu Dhabi.( Supervision )
* Al Fahid Project Yas island Abu Dhabi ( 284 villas+ mixed use +11 residential buildings) .(Design)
* C70,C78 towers 3B+7 and 3B+8 in Rawdat Abu Dhabi .( Supervision )
* Al Nahayan Building (G+4) .(Design & Supervision)
* Al Nahayan Palace .(Design & supervision)
* Al Shams towers ( B+ 15th ) Al Reem island Abu Dhabi .(Design)
* Al Nhayan palace Abu Dhabi .(Design & supervision)
* Olgana tower (2B+G+3P+42 levels) residential bldg in Dubai Alsufoh.
* Karama bldg (G+M+2 ) residential bldg in Dubai Alkarama.
* DEWA ACADIMY (G+4 ) bldg in Dubai Al hudaiba
* Massar Rose (B+G+11 levels discovery exhibitions) in Damascus Syria.
* Alrayyana ( 33 residential building G+4,G+6,G+10, mosque and community centre )

Khalifa city Abu Dhabi.

* Al Zeina -Abu Dhabi Al Raha beach ( 7 type of luxury residential building )
* Al musaffah labour accommodation- Abu Dhabi (6 type of blocks plus dining areas and mosque
* G+28 Tower (B+G+M+21) offices Al Barsha
* Life Style Project (luxury villas, residential buildings, shopping mall, mosque, hotels and labour accommodation)
* 6B+G+106 Residential tower Marsa Dubai .
* Bin Kamil Shopping Centre (Shop drawings)
* National Paint 9 Zones ( Design and Shop drawing)
* Rosary School (Design and Shop drawings)
* Al Buhaira Tower (shop drawing for 3B+G+40) ( Design and Shop drawing)
* Dubai Internet City (two Towers Hotel and Furnished Apartments (Design all Electricals products for 5 Star Hotel Electrical System)
* Dubai TV Studio (Design and Shop Drawings)
* Orthopaedic Specialty Hospital and Specialty Clinic Centre 3B+G+M+7floos Dubai Health Care City,(Design and Shop Drawings)
* Bahrain financial harbour Studio (Design and Shop Drawings), Bahrain.

**Personal Details**

**Date of Birth:** 15 January 1968

**Nationality:** Lebanese

**Marital status:** Single

**Visa Status:** Residence Visa

**Driving Licence:**  Holding a valid UAE driving licence

**References**

* Will be readily furnished upon request