**Ramzy**

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| Objective | A full-time position as a Contracts and CommercialManager for MEP, Construction, Infrastructure & Interiors projects and Facilities Maintenance Management in contractual and commercial managements, where I can demonstrate my technical and business skills and contribute to the company, upgrading social and functional level and developing the experiences  ----------------------------------------------------------------------------------------------------- |
| Personal Information | * Marital status: Married. * Nationality: Egyptian. * Date of Birth: 2nd Nov. 1976. * Place of Birth: Egypt – Suez * Driving License: Valid UAE driving license   ------------------------------------------------------------------------------------------------------ |
| Education / Qualifications | * Enrolled on **RICS APC** (Assessment of Professional Competence) * Postgraduate Certificate in Quantity Surveying Sciences [2011 - 2013]   **Heriot Watt University –** School of the Built Environment,UAE – Dubai.   * Bachelor’s degree in Translation of English Language. [1999 - 2003]   **Cairo University,** Egypt - Cairo   * Certification/diploma, Industrial Technical Institute (Mechanical Engineering Dep.) [1994 - 1996] **Helwan University,** Egypt – Cairo * Mechanical Industrial Secondary School (Welding and Fabrication Dep.)   [1991 - 1994] Egypt – Suez.  ----------------------------------------------------------------------------------------------------- |
| Courses | * Contracts and Procurement (HW University) * [Construction Financial Management](https://vision.hw.ac.uk/webapps/portal/frameset.jsp?tab_tab_group_id=_2_1&url=%2Fwebapps%2Fblackboard%2Fexecute%2Flauncher%3Ftype%3DCourse%26id%3D_63133_1%26url%3D) (HW University) * [Construction Technology](https://vision.hw.ac.uk/webapps/portal/frameset.jsp?tab_tab_group_id=_2_1&url=%2Fwebapps%2Fblackboard%2Fexecute%2Flauncher%3Ftype%3DCourse%26id%3D_63155_1%26url%3D) (HW University) * [Quantity Surveying Financial Management](https://vision.hw.ac.uk/webapps/portal/frameset.jsp?tab_tab_group_id=_2_1&url=%2Fwebapps%2Fblackboard%2Fexecute%2Flauncher%3Ftype%3DCourse%26id%3D_63132_1%26url%3D) (HW University) * Real Estate Economics (HW University) * [Value and Risk Management](https://vision.hw.ac.uk/webapps/portal/frameset.jsp?tab_tab_group_id=_2_1&url=%2Fwebapps%2Fblackboard%2Fexecute%2Flauncher%3Ftype%3DCourse%26id%3D_66493_1%26url%3D) (HW University) * Value Engineering (MPT Course 2011) * Contractual Obligation & Rights (Training Course 2011) * Communication Skills (Training Course 2010) * Auto CAD Practices for Construction Fields. * Windows & Microsoft Office (**Excel**, Word, Access, Power point, Outlook, Document Imaging.) * Internet Explorer. * Adobe Acrobat (PDF)   ----------------------------------------------------------------------------------------------------------- |
| Languages  Job Responsibilities  Skills | * Arabic (Mother tongue) * English (Fluent)   -----------------------------------------------------------------------------------------------------------   * Manage all project commercial/ contractual activities from inception to completion. * Handles all commercial/ contractual variations, extension of time / claims and disputes with both, clients and subcontractors or vendors / suppliers. * Managing and Maintaining complete records on the entire procurement, tendering and contracts administration processes. * Acts as coordinator for the company when dealing with Clients, Sub-contractors, Vendors / Suppliers and Consultants. * Maximizing the profits and minimizing the losses for company during project completion. * Review and negotiation with the clients, the consultants, the contractors / subcontractors and the vendors / suppliers based on the agreements of contract terms and conditions * Controlling, monitoring and reviewing all the contract agreement’s documents on regular basis. * Manage and issuing the correspondences from / to the Client, Consultant, Sub-Contractors and Vendors / Suppliers. * Organizing and Attending meeting with Client, Consultant, other Contractors, Sub-contractors and Vendors / Suppliers. * Maintain awareness of the different construction contracts in current use such as FIDIC, EPC, NEC3, etc… And standard measurements forms such as POMI, SMM7 and etc…. * Manage issuing and reviewing the monthly / interim and final payment certificates (PC). * Management of recovery of contractual claims and entitlement * Manage the commercial / contracts department and estimates, updating MTOs, re-measurements and bills of quantities through a team of estimators and quantity surveyors. * Communicate and coordinate with project management and construction / company team for material delivery and site installation progress for successful timely completion. * Manage, organize and plan all areas related to dealings with Sub-contractors and Vendors / Suppliers programming and coordination matters of the company's projects. * Sharing / Submit updated status reports related to commercial and contractual issues to all involved project / company management for information and further cooperation. The reports identify problem areas and recommend procedures to site progress. * Reviewing and Calculate various statistical data - quantity take-offs, material price lists, labor costs per man hour, equipment, etc. * Research historical data (purchase orders, subcontracts, productivity analysis reports, etc.) and compile summary reports to develop guidelines and precedence for future estimates. * Train subordinates on work procedures and tasks   ------------------------------------------------------------------------------------------------------   * A good knowledge of construction methods and materials. * Contractual obligations and rights * Budget handling skills. * Excellent IT and math’s skills. * A methodical approach to work. * A clear understanding of construction regulations and other legal guidelines. * Excellent communication and negotiating skills. * Skills of Cooperation, Co-ordination, Supervision and Leadership * Ability to work as part of a team. * High level of organizational skills. * Ability to calculate mathematical extensions, read and understand engineering drawings, purchase orders, contracts, cost coding systems, and material pricing required. * Ability to assume responsibility and to interface and communicate effectively with others, have strong interpersonal skills and self-motivated. * Enthusiasm for challenge and new initiatives.   ---------------------------------------------------------------------------------------------------------- |
| Employment History | [Jan. 2017 – till now]  Position: - Corporate Contracts Manager  Employer: - MORGAN Consulting Engineers LLC &Consulting Engineering Company  Client: -Abu Dhabi Health Services Co. P.J.S.C. (SEHA)– Abu Dhabi, UAE  (Facilities Maintenance Management Department)  ------------------------------------------------------------------------------------------------------  [Jun. 2016 – Jan. 2017]  Position: - Commercial / Contracts Manager  Employer: - Arabian Company - Dubai, UAE  Projects: - \* Different Construction, MEP and InteriorsProjects such as:   * Intercontinental Fujairah Hotel & Resort - Fujairah * The 1st Avenue Mall & hotel – Dubai * Saadiyat Island Resort - Abu Dhabi * EREC - Ministry of Justice & Federal Courts Complex – Abu Dhabi * The National Investor (TNI)'s new office at Sky Tower – Abu Dhabi * New Executive Council Office – Abu Dhabi * Al Ain Hospital - Al Ain * Burjeel Royal Hospital - Al Ain * Medeor 24 x 7 Hosptal - Sharjah * Capital Health Mussafah - Abu Dhabi * Al Falah Healthcare Center -Khalifa City – Abu Dhabi * Residential Tower for Mr. Moh. Salem Saleh Al Menhaly - Abu Dhabi   ------------------------------------------------------------------------------------------------------  [Jan. 2013 – May 2016]  Position: - Commercial Manager  Employer: - Hitachi, Ltd. And Infrastructure Systems Group – Dubai, UAE (MDHQ)  Projects: - \* Basrah, Iraq - Water Supply Improvement Projects.  \* Banha, Egypt - Power Station 750 MW Combined Cycle Project.  ------------------------------------------------------------------------------------------------------  [Dec. 2010 – Dec. 2012]  Position: - Senior Quantity Surveyor - Contracts Dep.  Employer: - CCIC (Consolidated Contractors International Co.) Abu Dhabi – UAE  Project: -**Borouge EU3** (Abu Dhabi Polymers Company Limited)  - The cracker will have a capacity of approximately 1.5 million TPA.  - Awards Approximately USD 1.075 billion)  ------------------------------------------------------------------------------------------------------  [Jul. 2008 – Dec. 2010]  Position: - Senior Quantity Surveyor - Contracts Dep.  Employer: - CCIC (Consolidated Contractors International Co.) Abu Dhabi – UAE  Project: -**Borouge EU2** (Abu Dhabi Polymers Company Limited)  - The cracker will have a capacity of approximately 1.5 million TPA.  - Awards Approximately USD 1.3 billion)  ------------------------------------------------------------------------------------------------------  [Aug. 2007 - Jun. 2008]  Position: - Senior Quantity Surveyor  Employer: - ORASCOM Construction Industries Nigeria  Project :-(CPP) CAPTIVE POWER PLANTFor UCC CALABAR,  Cement Plant Project, Nigeria.  -A turnkey construction two Cement Production lines of capacity 6250 T.P.D. For each.   * Partner: F.L.S MIDTH.   ------------------------------------------------------------------------------------------------------  [Mar. 2007 - Jul. 2007]  Position: - Piping Quantity Surveyor  Employer: - (KBR) Kellogg Brown & Root International Inc.  Project: - EBIC 2000 MTPD KAAP. Ammonia Plant  Ain El-Sokhna -Suez Industrial Free Zone, Egypt.  ------------------------------------------------------------------------------------------------------  [Feb. 2006 – Mar. 2007]  Position :- Mechanical Quantity Surveyor  Employer: - ORASCOM Construction Industries Nigeria  Project: - UCC CALABAR, Cement Plant Project, Nigeria.  -A turnkey construction two Cement Production lines of capacity 6250 T.P.D. For each.   * Partner: F.L.S MIDTH.   ------------------------------------------------------------------------------------------------------  [Mar. 2005 – Jan. 2006]  Position :- Piping Quantity Surveyor  Employer: - ORASCOM Construction Industries Egypt  Project: - Ammonia / Urea Fertilizer Plant  Ain EL-Sokhna Suez, Egypt.   * + A turnkey construction of a complete second production line for Ammonia / Urea Fertilizer Plant with capacity of 1200 tons of anhydrous Ammonia per day and 1925 tons per day of granulated urea.   + A total contract value of LE 255 million.   + Partner KRUPP UHDE GmbH Dortmund, Germany.   ------------------------------------------------------------------------------------------------------ |
| Hobbies | * Artistically & technically drawing. * Acting and Direction (Theater) * Repairing some of various equipment, machines & devices * Welding, Carpentry, electricity, painting, plumbing works * Reading, Studying & Teaching / Advising. |