**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

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| 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)

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| Languages Job ResponsibilitiesSkills  | * Arabic (Mother tongue)
* English (Fluent)

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* 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

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* 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.

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| Employment History | [Jan. 2017 – till now]Position: - Corporate Contracts ManagerEmployer: - MORGAN Consulting Engineers LLC &Consulting Engineering CompanyClient: -Abu Dhabi Health Services Co. P.J.S.C. (SEHA)– Abu Dhabi, UAE (Facilities Maintenance Management Department)------------------------------------------------------------------------------------------------------[Jun. 2016 – Jan. 2017]Position: - Commercial / Contracts ManagerEmployer: - Arabian Company - Dubai, UAEProjects: - \* 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 ManagerEmployer: - 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 – UAEProject: -**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 – UAEProject: -**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 SurveyorEmployer: - ORASCOM Construction Industries NigeriaProject :-(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 SurveyorEmployer: - (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 SurveyorEmployer: - ORASCOM Construction Industries NigeriaProject: - 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 SurveyorEmployer: - ORASCOM Construction Industries EgyptProject: - 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.

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| 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.
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