

Hazem Mohamed Khaled

Planning Engineer



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Career Profile

A Planning Engineer with 9 Years of experience between Egypt and Saudi Arabia in project planning, implementation and site evaluation. Proficient in Primavera P6, AutoCAD and Revit. Delivers projects within required time frame and budgetary constraints.

Education:

- Minya University - Faculty of Engineering
- Bachelor Degree in Architectural Engineering (2011)

Certifications:

- Syndicate Of Egypt Engineers membership.
- Saudi Council of Engineering membership.
- Project Scheduling Professional (PMI-SP).

Experience:

Date: 2019 – Up to Present

Employer: Dar for Construction & Trading (DETAC)

Location: Egypt – Cairo

Designation: Planning Engineer

Date: 2016 – 2018

Employer: Shwahed Al-Benaa Company

Location: Saudi Arabia – Al-Khobar

Designation: Technical Office Engineer

Date: 2013 – 2015

Employer: Haeco Engineering Consulting

Location: Saudi Arabia – Al-Khobar

Designation: Site Engineer

Date: 2011 - 2012

Organization: Military Forces

Location: Egypt

Designation: Site Engineer.

Responsibilities:

- Develop major milestone activities & establish a well-defined Work Breakdown Structure, which includes all the scopes of work.
- Assign duration, resources (Manpower, Materials and Equipment's) and Budgeted Cost for each.
- Coordinate with the Project Manager, Site Manager, Site Engineers, Job Estimators, Engineers of various disciplines etc. to acquire proper data and specifications for the schedule.
- Initiate, prepare & develop project plans & schedules according to standards, contract specifications and accepted Project Management practices.
- Preparing, Compiling, Checking and Approving Daily, Weekly, Monthly Reports.
- monitoring/analyzing/tracking progresses.
- Ensure that schedule is based on project execution strategy and schedule milestones achievable.
- Develop S Curve and Manpower histogram and check if these are achievable.
- Ensure that schedule is updated and maintained valid throughout the duration of the project.
- Prepare weekly / monthly project reports.
- Prepare Project Control Statements & monthly forward load of resources.
- Prepare Cash Flow charts/tables and Financial Models.
- Prepare progress invoices/bills to client.
- Review & verify the progress invoices/bills of sub-contractors and vendors.

- Review Subcontractor's quotation for execution stage in line with our Budget, Planned resource and profitability.
- Monitoring, updating & analysis of progress right from the field.
Collate data & other pertinent information of project progress and update schedule.
- Attend project progress status review meetings with client, vendors and sub-contractors.
Assess actual progress versus planned progress to determine trends and variances.

Skills:

Computer skills:

- Primavera P6
- Excel
- Microsoft Power PI
- AutoCAD
- Revit

Language Skills:

- Mother Language: Arabic
- English both spoken and Witten

Personal Skills:

- Strong interpersonal and communication skills, cooperative team member, leadership skills.