

# Curriculum Vitae



## Personal Data

Name : Mohamed Mohamed Ezzat

Date of birth : 21/1/1994

Nationality : Egyptian

Language : Arabic , English

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## Practical Experience

Project Coordinator at Solid Development

(January 2021 - Present)

Project : Golf Central Mall



- The ownership of the project is a partnership between palm hills developments and solid developments
- The project contains four buildings (building A,B,C&D)
- Solid owns building A and part of building D , palm hills own building B&C and the other part of building D

## Responsibilities

- Coordination between the owner , tenants, designer, property management and contractor
- Coordinate between the owner and the tenants by giving the owner all the engineering data related to his units spaces so the owner can present his own space for the tenants requirements
- Prepare daily and weekly reports for the owner about the construction progress
- Attend kick off meetings with the tenants in coordination with the property management (JLL) and provide tenant with the LOD ( lease outline drawing) so the tenant can begin the design process of his unit and determine the dates when he can provide the design drawings to be reviewed so he can begin the execution works on site
- Inform the designer with any modification related to the tenants requirements and follow up that the contractor is always updated with all the modifications

## Education

June 2016

Bachelor of Architecture , Cairo University , Faculty of Engineering - Department of Architecture under the accreditation of UIA(Union of International Architects)



Final graduation grade : Very Good (distinction with honors)

## Activities

(March - June 2014)

Participant at CEO council at Comet (Conference on Marketing , Economics and Trade)



Case study of a start up project ( a hotel with a sea view )

(August 2015 - March 2016)

Member at climate change project at SPE (Society of Petroleum Engineers)

Volunteer in awareness people importance of sustainability

Designer of SPE monthly posters about energy



## Computer Skills

AutoCad - Adobe Photoshop - Revit - 3Ds Max

Microsoft office ( Excel - Powerpoint - Word)

## Practical Training

(July 2015 - August 2015)

Trainee at EGCAM consultant office

Prepare tender drawings of a hotel in Hurghada

(August 2014 - September 2014)

Trainee at ECG ( Engineering Consultant Group )

جامعة الزقازيق  
EGC  
ENGINEERING CONSULTANTS GROUP S.A.





## Practical Experience

**Project Coordinator at Solid Development**



- Arrange meetings with owner , designer, contractor and property management
- prepare all the offers for all the tenants by providing them with a presentation to their units with all the engineering and price data
- Follow up the contractor request for any information and data from the design drawings in coordination with the designer
- Revise the timeline of the execution works schedule of the construction process by daily supervision site visits and make sure that execution works is matching with the design drawings
- Follow up with the planning team the project timeline schedule by arrange weekly meetings with them
- Inform the property management with the leasing terms for every tenant
- Follow up the construction progress of every tenant's unit by daily site visits for the leased units

**Technical Office Engineer at Solid Constructions company (September 2018 - January 2021)**



- Study the project contract documents(tender drawings , BOQ and time schedule)
- Coordination between architectural , structural and MEP (Mechanical,Electrical and plumbing) tender drawings
- Prepare RFI (request of information) documents
- Prepare architectural shop drawings and as built drawings
- Study the documents of variation orders and claims
- Quantity surveying of every material in the BOQ for preparing documents of invoices
- Prepare material submittal documents in conjunction with material to be and approved by the Consultant
- Follow up the construction process and attend meetings with the consultant , construction team and subcontractors

**Projects**



- Emaar Z5 Uptown Cairo
- October Plaza Sodic Compound
- Taj City New Cairo Compound
- New Giza Residence
- Midtown New Capital
- District 5 Marakez

**Technical Office Engineer at EEC ( Egyptian Engineering Company for Technical and Real Estate Services ) (March 2018 - September 2018)**



**Project : sports hall which held the handball world cup at the new administrative capital**

- Coordination between architectural , structural and MEP (Mechanical,Electrical and plumbing) tender drawings
- Prepare RFI (request of information) documents
- Prepare architectural shop drawings and as built drawings

