

Curriculum vitae

Moaz Khalil Mohammed Sayed

Present position

Project manger

Personal data

Last name	Sayed
First name	Moaz
Year of birth	1994
Nationality	Sudanese
Marital Status	Single
Phone number	0912443455

Education

2015	B.Sc. water resources and environmental engineering Sudan University for Science and Technology, Sudan
2017	Project management professional (PMP) from project management institute (USA)

Objective

To obtain a responsible position in a company; where my experience, accomplishments, and proficiency will allow me the opportunity for growth.

Professional experience

work place: Haroun engineering company

Address: Khartoum -Sudan

Period of time: from December 2019- to present day

Designation: project manger

work place: teamarch engineering consultancy

Address: Khartoum -Sudan

Period of time: from December 2018- to November 2019

Designation: project manger

work place:Haroun engineering company

Address: Khartoum -Sudan

Period of time: from February 2018- to November 2018

Designation: project officer

work place: esraa for engineering business

Address: Khartoum -Sudan

Period of time: from July 2017-to December 2018

Designation: site engineer

work place: askelah for engineering business

Address: Khartoum -Sudan

Period of time : from December 2015-to January 2017

Designation: site engineer

Exceptional site problem solving and decision making abilities with expertise in all aspects of office operations, document control, scheduling skills , cost control ,tender evaluation and managerial skills, able to adapt and learn, ability to work as a team with my colleagues. Outstanding written and verbal communication skills, team leader/ supervisor with unsurpassed interpersonal skills, enthusiastic, hardworking, quick learner who can inspire and motivate team members, manage multiple priorities, perform under pressure in a fast-pace, dynamic environment, professional and organized reporting skills which create a reliable coordination with my supervisor

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Qualifications and Skills:

- Project planning and scheduling
- Quality and cost control.
- Document control
- Able to work well under pressure. .
- Creative, self-motivated, reliable and dynamic.

Education Experience:

- Completed project management professional (PMP)
- Completed training program primavera p6 and primavera risk analysis
- Completed Training Program in Fire Alarm and Fire Fighting System.
- Completed Training Program in Preparation of Bills of Quantities and Specifications in Khartoum Training Center of Engineers.
- Completed AutoCAD Course in Alzaiem Center for Training & Personal Development.
- I can work with all windows operation systems.

Responsibilities included

- Reviewing/preparing method statement and reporting to the (PMO)
- Reviewing material submittals and reporting to PMO.
- Ensuring that all necessary notifications have been submitted and approvals given prior to commencement of Any construction works.
- Furnishing details for request for information requested by the contractor.
- Ensuring contractor works in compliance with safety procedures.
- Monitoring milestones and activities approved in construction schedule and reporting to PMO
- Preparing daily, weekly and monthly progress reports on survey, structures construction .schedule and resources
- Preparing monthly draft progress report and submission to PMO.

Languages

	Speaking	Reading	Writing
English (ielts certificate)	2	2	2
Arabic	1	1	1

Scale: 1. mother tongue | 2.V. good | 3. Working knowledge