

Mohamed Bakr, PMP

GENERAL MANAGER - OPTION CONSTRUCTIONS

Dubai

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- CIVIL ENGINEER with more than 14 years of successful track in all aspects of CONSTRUCTION within UAE with Proven track of completed projects.
- Manage the project development from inception to completion with strong skills in Design, initiate, plan, execute, control and close the Residential / Commercial / Mixed used project such as high rise, Villas, Hotels and, Malls.
- Manage the related Construction NOC's with Nakheel, Trakhees, DDA, RTA DM, DCD, DEWA, SIRA, DU and, District cooling.
- Manage the building permit and Final completion certificates from UAE authorities.
- Technical experience in Civil, Fitout, MEP, low current, pools, softscape, hardscape and coastal works.

Project Management

Problem Solving

Technical Management

Contract and Commercial Management

Planning and Scheduling

Budget and Cost Control

Value Engineering

Fast Track Projects

Resource Management

Organization and Time Management

Leading the project Handover Process

PMI-Certified Project Management Professional (PMP)

Dubai Municipality approved engineer for High Rise Buildings.

Trakhees Green and Grey Cards.

Dubai Civil Defense delegation card

UAE Society of engineers

M100 the essential of community association management.

Oqood System Certificate from Dubai Land Department

Auto cad 2D, MS Project and Primavera P6

British and American Construction Standard

FIDIC

Willing to relocate to: UAE

Work Experience

GENERAL MANAGER / MAIN CONTRACTOR

Option Constructions - Dubai

March 2019 to Present

Achieved Projects:-

Project Description: Club Villas, Palm Jumeirah, Dubai, UAE (22 luxury fitted out villas and G+4 Hotel on plot CO2)

Project Value: 420 Million AED

Owner: Forum Group DMCC

Consultant: ACE international engineering.

Roles and Responsibilities:-

- Develop all business processes and policies needed to commence the operation.
- Represent the company in establishing and continuously growing relationships with business partners, customers, clients, and vendors.
- Monitor all site activities to ensure optimal performance of company assets in accordance with regulatory and company standards.
- Timely source suited and adequate manpower for the jobs
- Oversee the recruitment and training of new employees
- Be responsible of the overall construction management system.
- Design strategy and set goals for growth
- Maintain budgets and optimize expenses
- Ensure employees work productively and develop professionally
- Evaluate and improve operations and financial performance
- Direct the employee assessment process
- Prepare regular reports for upper management (e.g. MIS: Project health report, Risk assessment, Earned Value, Baseline report, et.)
- Ensure staff follows health and safety regulations.
- Represent the company in front of Dubai local authorities.

CONTRACTS MANAGER/ DEVELOPER SIDE

FORUM GROUP DMCC - DUBAI

February 2018 to March 2019

Achieved Projects:-

Project Description: Club Villas, Palm Jumeirah, Dubai, UAE (22 luxury fitted out villas and G+4 Hotel on plot CO2)

Project Value: 420 Million AED

Owner: Forum Group DMCC

Consultant: ACE international engineering.

Roles and Responsibilities:-

- Provides contract guidance to assigned personnel, and ensures proficiency and timeliness of contract administration.
- Handling Claims, Agreements, and Arbitration effectively.
- Collaborates with division and project management to ensure proper support in proposal preparation, as well as contract negotiations and administration.
- Reviews requests for proposals to identify risks and contractual terms not conforming to the company's policy.
- Maintains active participation in related professional societies to keep abreast of relevant contractual issues.
- Supervises Contract department's team in the Pre Construction, Construction and Post Construction.

- Provides contractual support & guidance to Purchase department.
- Reviews the contractual correspondences with the Engineer & Subcontractors/suppliers.
- Reviews & certifies the payment certificates for the subcontractors and major suppliers.
- Provides contractual/commercial support/advice to project team in submission of main contractor's invoices/payment applications.
- Provides contractual/commercial support to project management in submission of variations orders and new rates.
- Provides contractual/commercial support to project management in claims submitted to the engineer/client.
- Provides contractual/commercial support to project management in evaluation of sub-contractors/suppliers claims.
- Evaluates contractual risks in the conditions of contract at the tender stage.

PROJECT MANAGER / MAIN CONTRACTOR

ZENITH SMART CONTRACTING - Dubai

January 2011 to January 2018

Achieved Projects:-

Zenith Tower A1 (1B+G+17F+R), DUBAI SPORTS CITY, Dec 2012
 Zenith Tower A2 (1B+G+14F+R), DUBAI SPORTS CITY, Dec 2013
 Zenith Tower A3 (3B+G+29+R), DUBAI SPORTS CITY, May 2015
 Zenith Labor Camp C1 (G+4F+R), JABAL ALI, Sep 2017
 Zenith Tower J1 (G+3P+11F+R), Jumeirah Village Circle Jun 2016
 Chess Tower (2B+G+14F+GYM), Dubai sport, Dubai, UAE, Aug 2017

Roles and Responsibilities:-

- Lead the construction team and coordinate all activities relating to the execution of the project.
- Ensuring projects meet agreed specifications, timescales, budgets, quality& safety, and sustainability.
- Develop the program of work and measure the work performance against the baseline on daily/ weekly bases.
- Measure the Manpower and the contractor's daily work productivity according to the productivity chart.
- Update the program of work and measure the earned value.
- Responsible for conducting and carrying out work procedures and activities in accordance with the company roles.
- Discussed and solving all work procedures, providing technical advice and solving problems on-site.
- Inspect and review projects to monitor compliance with building and safety codes and other regulations.
- Develop and implement quality control assurance plan.
- Examine and inspect work progress to verify the quality and ensure that specifications are met.
- Checking technical designs and drawings to ensure that they are followed correctly.
- Managing change orders in the projects after reviewing & analyzing techno-commercial and time impacts.
- Control the commercial aspects of the project in coordination with the quantity surveyors.
- Contract Subcontractors to perform work in accordance with project specifications and contracts.
- Preparing the notification of Variation, Claims, EOT procedures and conforms to FIDIC.
- Review contractual agreements with clients, suppliers, and sub-contractors.

- Manage the processes of submitting the documents and issuing the NOC's from the related Authorities
- Record information, such as personnel, production, and operational data, on specified forms and reports.
- Responsible for issuing weekly and monthly reports about site development.
- Communicates directly with subcontractors/designers concerning project cost, staffing, and scheduling.
- Developing & maintaining a healthy relationship with all project stakeholders.
- Supervising installation and commissioning of equipment, followed by trial runs.
- Responsible for handing over the project to the clients and the facility management company on time and with full necessary warranties, operation manuals, snag lists.

PROJECT MANAGER/ DEVELOPER SIDE

ZENITH SMART REAL ESTATE DEVELOPMENTS - Dubai

January 2011 to January 2018

Roles and Responsibilities:-

- Call for & lead regular PM meetings for all projects with all contractors and subcontractors on each project.
- Lead in a clear professional manner using proper systems and processes to drive the various subcontractors, consultants and all team members.
- Manage various teams – technical, construction management and site team whilst ensuring all project documentation is in place.
- Managing the tender process with the QS, including evaluating and selecting the right consultants & contractors for the project.
- Dealing with the consultants and authorities to manage the approval process in a timely manner.
- Providing preliminary budget and project time schedule whilst leading team members to ensure projects are delivered on time to professional standards.

Controlling quality, progress, cost and safety of works. Monitoring the quality of works to make sure it is delivered as per

- Making sure that all raised RFIs, IR, etc. from contractors are addressed and closed within a given deadline.
- Collaborating with the design team to clarify & solve any issues or discrepancies without any delay.
- Working with all team members, on-site, in the design team to create an inspiring and positive culture.

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Leading, motivating and coaching the junior team. Fostering the confidence in colleagues and providing support during

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Managing timesheets for self and every team member to understand the time spent by each resource per each Project \

- Reporting daily/weekly on project status and monthly on junior team members' performance.
- Preparing weekly and monthly progress reports along with recovery plans.
- Using professional attitude, Leadership and good management skills to solve issues on site and those within the team.
- Prepare LOA'S, Award reports including special contract clauses and devises on main contract (BOQ), Consultant contract, Provisional sum items, and specialist contractors.

- Manage the projects in design phases according to development control codes of Nakheel, Trakhees, DDA, RTA, Dewa, RTA, DCD, SIRA and Dubai Municipality.
- Manage the periodically RERA site inspection and obtain the technical report to claim from escrow based on the work percentage.
- Assign and manage the property survey process for the final project registration to obtain the property title deeds.
- Obtain the project completion certificate from RERA and close Escrow account.

SITE/ PROJECT ENGINEER/ MAIN CONTRACTOR

ALI BIN SALEM CONTRACTING - DUBAI

July 2006 to November 2010

Project Achieved:

G + 1 Villa + Service Block + Majlis + Garage

Owner: Essa Ali Bin Salem Alzaabi

Consultant: Nagga Engineering Consultant

Position: Site Engineer

Project Value: 9.8 Million Dirham

300 & 500 Prayer Mosques in Hatta, Dubai

Owner: Government of Dubai

Consultant: Dubai Municipality

Position: Project Engineer

Project Value: 14.7 Million Dirham

(B+G+1) Private Villa+Majlis, Service Building

Owner: Shaikh Amaar AL Noaimy

Consultant: Engineering Office EO

Position: Site Engineer

Project Value: 37 million Dirham

(G+3) Typical Floors Precast Camp, Dubai

Owner: Khalid AL-Ghourair

Consultant: Dartin Engineering Consultant

Position: Site Engineer

Project Value:: 19 Million Dirham

Roles and Responsibilities:-

- Monitor project progress against the project plan and report discrepancies /delays for taking corrective action.
- Ensure that all construction works are performed in strict accordance with the plans and specifications.
- Maintain a detailed diary of the day's work activities, issues, work approved or rejected, hours of operation, labor and equipment used, etc.
- Interface with the public and stakeholders adjacent to the work to mitigate the construction impacts.
- Coordinate with the contractor's foreman in charge of the work on a daily basis to advise on the proper execution of the work.
- Coordinate with the other disciplines inspectors and arrange for sampling and testing of satisfactorily completed work, and quality assurance testing of suspect materials.

- Coordinate with the Surveyors to check the line and grade of ready work and completed work for conformance with the plans and specifications.
- Report questionable methods of operation by the Contractor to the Construction Manager.
- Report to the Construction Manager any failure of the Contractor to perform the work as per the drawings and specifications and to provide good workmanship.
- Process the Inspection Requests and maintain records of their status.
- Maintain detailed records of work performed by the contractor in case the work is performed on a Day Works basis.
- Act positively and participate in all health and safety issues at site, as required by the Construction Manager and the project safety representatives.
- Act in a professional way but firm in dealings with the Contractor.
- Supervise the site works in terms of Structure and Finishing.
- Develop the Snag list for different activities.
- Develop the As built drawings.

Education

BS

Civil Engineering Faculty of Engineering, Alexandria University - Alexandria, EG
2006

Skills

Autocad 2D (10+ years), Microsoft Office (10+ years), Primavera P6 (10+ years), Codes and standard: British and American Construction Standard (10+ years), FIDIC (10+ years), ● Project Management ● Problem Solving ● Technical Management ● Planning & Scheduling ● Value Engineering ● Fast Track Projects ● Contract & Commercial Management ● Cost Estimation & Tender ● Resource Management ● Leadership ● Organisation & Time Management ● Leading Handover Process (9 years)

Certifications and Licenses

• **Dubai Municipality approved engineer for High Rise Buildings.**

April 2014 to Present

• **Trakhees Green and Grey Cards.**

February 2012 to Present

• **Dubai Civil Defense delegation card**

January 2011 to Present

• **UAE Society of engineers**

February 2011 to Present

• **M100 the essential of community association management.**

February 2013 to Present

• **Oqood System Certificate from Dubai Land Department**

February 2013 to Present

PMP

January 2018 to January 2021

PMI-Certified Project Management Professional (PMP)

Additional Information

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