



NOURHAN NAGY SHAABAN

B.SC, M.SC IN CIVIL ENGINEERING

CONTACT DETAILS

Alexandria, Egypt
29 March, 1990
+20 122 301 9485
nour.nagy91@gmail.com

SKILLS

AutoCAD 2D
SewerCAD
WaterCAD
Primavera
MS Office
GIS
SAP

LANGUAGES

Arabic: Native
English: Fluent (IELTS
CEFR B2)

EXPERIENCE

DESIGN ENGINEER | TESECO | 01/2018 – 9-2019

- Working as a Civil Design Engineer at Technological Environmental Sanitary Engineering Consultant Office
 - **Main Job Responsibilities:**
Participating as a part of design team in technical design of several projects (i.e. New Mahmoudia Axis Project.) which includes:
 - Deciding on the most appropriate engineering design techniques and sequences of activities for each project phase.
 - Drawing plans using specialized design software packages.
 - **Communication:**
 - Communication of projects progress with supervisors and team members through regular daily, weekly and monthly meeting.
 - **Strategic Planning:**
 - Develop and implement the quality of detailed design according to standards, codes, laws and client requirements.
 - Exhibit technical expertise with clear understanding of materials, structure, method statement, quality, etc.)
 - **Reporting and Presentation:**
 - Meet with corporate head and clients on a regular basis and presenting all outcomes in terms of presentations and layouts.

TECHNICAL ENGINEER | PILETECH | 09/2014 – 09/2016

- Working as a technical office engineer at PILETECH Misr for foundation drilling
 - **Main Job Responsibilities:**
 - Study the project documents including drawings, specifications, BOQ (Bill of Quantity), RFI (Request for information), correspondence...etc. to take into consideration all the project details during execution.
 - Set the mobilization plan of the project based on the project requirements
 - Prepare a monthly procurement and financial plan to determine the site needs for the upcoming month.
 - Conduct estimated quantity survey to determine the quantity of material that need to be purchased or procured.
 - Conduct the quantity surveying process to prepare required invoices.
 - Prepare the subcontractors' and client's invoices based on the progress report sent by the site engineer.
 - Prepare and follow up the Variation Orders and prepare Notice to Claim in cooperation with the Contracts team.
 - Prepare periodical reports such as Quantity Executed Invoices and send them to the concerned departments in the headquarters

TECHNICAL ENGINEER | EL MASREEN | 02/2013 – 08/2014

- Working as a technical office engineer at El Masreen Co. for Contracting & Trading

Handwritten signature

EDUCATION

MSc in Sanitary Engineering and Water Treatment Department

Faculty of Engineering, Alexandria University | December 2020

- **Thesis:** GIS application on hazard waste landfill site selection

Specialized Diploma in Sanitary Engineering

Faculty of Engineering, Alexandria University | August 2015. **Grade:** B+

Bachelor of Science in Civil Engineering

Faculty of Engineering, Alexandria University | July 2012 **Grade:** 60%

Graduation Project: Sewage **Project Graduation Grade:** 95%

Handwritten signature