



# 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

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## EDUCATION

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### **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%

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