



Malek M. Khaleel Halawani

Architect Engineer

PROFESSIONAL ABSTRACT

CAREER OBJECTIVE

Seeking a challenging position with progressive organization, where there is an opportunity for growth and creativity.

- Over 10 years of experience in Design & supervision of architectural Engineering, Experience in Design, supervision & leading projects.
- I can manage clients, consultants, team members, contractors, suppliers And even labor...Driving and guiding them to deliver a successful project.
- Exceptional communication and presentation skills with abilities in Training, team building, driving front liners and executives.

CONTACT INFORMATION



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Malik Halawani

EDUCATION

-Bachelor Degree

In Architectural Engineering

University of Science and Technology, Yemen | Jan 2012.

PERSONAL INFORMATION

- Nationality: Jordanian
- Date Of Birth: Jan 1989
- Marital Status: Married
- Driving License: Valid

EXPERIENCE

-Project Manager

(Design & Supervision)

Al Neaimi Concept Consultant & Interior



July 2017 - Mar 2022

Responsibilities

- Meet with the clients to understand the requirement needs.
- Design & planning number of residential & commercial projects.
- Manage ongoing quality and participate in quality issue resolution.
- Monitor the project budget in cooperation with the QS.
- Organizing the service department and in particular, controlling it's Resources and utilizing its assets to achieve maximum efficiency.
- Overseeing the day-to-day management of the service area. Working Closely with different departments such as sales and product management To assist the smooth operational running of a company.
- Delegate technical responsibilities and monitor the progress of projects.
- Leading project planning, executing, scheduling and completing within the Project's scope, target milestone and budget.
- Manage change requests/variations to the project scope and project cost Ensuring requests submit, followed in the correct and Timely manner.

CORE COMPETENCE

Time Management

Communication Skills

Contract Selection

Flexibility

Project Planning

SOFT SKILLS

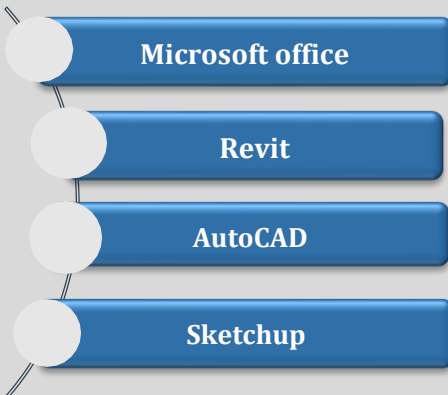
- Motivator
- Team Player
- Collaboration



WORK SKILLS

QualityControl	Resource Management
Value Engineering	Projects Estimation
Manage Resource and Vendors	Design Standards
Budgeting	Reporting and Documentation
Personal Management Style	Results oriented Decision-making

CORE COMPETENCE



MEMBERSHIPS

- ★ Jordanian association of Engineers.
- ★ Saudi Council of Engineers.
- ★ Active member in number of Architectural studies.

-Architect Engineer Design & Supervision

Nawaf Attar Engineering Consultant



Mar 2012 - May 2017

Responsibilities

- Developing plans and projects according to architectural standards.
- Solve any conflict with other engineering departments.
- Architectural drawings preparation and design.
- Reviews all post contract technical documents (includes material Specification, shop drawing. Etc...), material certificates and test reports To ensure compliance.
- Manage ongoing quality and participate in quality issue resolution.
- Monitoring with planning to achieve project goals (time, quality and cost).
- Performs the technical evaluation of tenders and prepares a report According to the evaluation carried out.
- Monitoring running projects and activities from design stage till handover.
- Ensuring the project quality and prevent any delay of project.
- Lead assigned projects to completion.

PROJECTS AS DESIGN, EXECUTION

- ✓ Project engineer at Aviation Pioneering Academy.
- ✓ Project engineer in Damas jewelry shops.
- ✓ Project engineer in Samba Bank - regional administration building.
- ✓ Design new theme & supervision construction works in Saudi Hollandi Bank (SHB) branches.
- ✓ Design new theme & supervision construction works in National Commercial Bank (NCB) branches.
- ✓ Main designer in Al Shati Residential Complex (44 villa).
- ✓ Main designer in Hakim Medical Clinics Complex.
- ✓ Main designer in Al Bir Kidney center.
- ✓ Design & Planning Number Of Factories In Coordination With Saudi Industrial Property Authority (Modon).
- ✓ Project manager for the regional planning & Group leader in field of the Urban design planning / IBB province.
- ✓ Project manager at Hashim Shopping Center.
- ✓ Project manager at valley show room.
- ✓ Design & supervision construction works Al Vegas Burger Restaurants.
- ✓ Design new theme & supervision construction works Al Baik restaurants Branches.

LANGUAGES

-Arabic: ★★★★★

-English: ★★★★★

REFERENCE

Available upon Request.

TRAINING COURSES & CERTIFICATES

- ▼ Certified professional in 2d & 3d AutoCAD & Studio Max.
- ▼ Certificate in technical writing reports in Arabic & English.
- ▼ Certified professional in Sketch Up 3D Design and modeling.
- ▼ Professionally of using VRAY 5 rendering software.
- ▼ Teaching assistant at the faculty of engineering in urban planning.