

Personal Information

Name Zamane Bilal
Address Fanar- Lebanon
Mobile +961 70 375 284
E-mail Zamane.bilal@live.com
Date and place of birth 22.10.1995 / Lebanon



Experience

August 2021-March 2022

Cash and Voucher Assistance Assistant/ delegation tasks as CVA Officer in Medair, Lebanon

- Proactively contributed in a small-team environment to each step of the design, implementation and monitoring of a multi-purpose cash assistance project.
- Collaborated with the PM to establish SOPs, needs assessment and reporting structures.
- Conducted daily field visits for activity follow up with project beneficiaries and service providers
- Regularly supervised project volunteers, overseeing their activities and quality.
- Acted as tech focal point, supporting team in use of ODK and Excel for assessment data collection, cleaning, scoring and analysis.
- Supported implementation of an innovative CVA pilot project harnessing Blockchain technology.

September 2021

Trainee in Lindschulte, Nordhorn, Germany

- Generated shop drawings using BricsCAD.
- Analyzed survey data of streams and irrigation canals using HEC-RAS.

October 2020-June 2021

Shelter Assistant in Medair, Lebanon

Rehabilitation after Beirut blast, Bachoura, Lebanon

- Participated in beneficiary identification and assessed each shelter unit.
- Prepared a complete BOQ for each shelter unit.
- Visited the shelter units assessed to monitor the quality and quantity of work done by the contractors.
- Reported the referrals for the UNHCR using activity info.
- Reported and coordinated with the Lebanese Army.

August 2020

Site Engineer in AHLCO, Lebanon

Rehabilitation of Al-Aziz quarantine center (Funded by UNDP)

Fneidek-Akkar , Lebanon

- Prepared BOQ and specifications.
- Supervised finishing works.
- Filled out daily reports, material submittals.
- Updated as built drawings.

	<ul style="list-style-type: none"> Generated drawings and checked them to ensure that they are followed correctly.
10/2019-03/2020	Teacher in Akabet Biakout Public School, Biakout, Lebanon <ul style="list-style-type: none"> Taught French language for the Syrian Refugees.
02/2019-07/2019	AutoCAD Drafter in P.A.R CONSULTANTS, Baabda, Lebanon <ul style="list-style-type: none"> Generated shop drawings and as-built drawings for the New American Embassy Compound in Beirut using AutoCAD and ArmaCAD.
Summer 2017	Trainee in ACTS, Hamra, Lebanon <ul style="list-style-type: none"> Organized site visits to collect site information and analyzed findings. Executed test soil samples (wet sieve Analysis, Direct shear, Atterberg limits, etc...)
Summer 2016	Trainee in Zakhem Engineers S.A.L, Sen el fil, Lebanon <ul style="list-style-type: none"> Assisted in estimating quantities and cost of materials, equipment, and labor to determine project feasibility.

Education

2013-2018	Diploma in civil / geotechnical engineering Lebanese university-Roumieh
1999-2013	Lebanese Baccalaureate (Mathematics) with high distinction Ecole Nationale Orthodox

Certificates

November 2021	Introduction to Water, Sanitation, and Hygiene (WASH) in Emergencies by the humanitarian leadership Academy.
May 2021	Cash and Voucher Assistance – The Fundamentals by the humanitarian leadership Academy.
November 2020	Prevention of sexual exploitation and abuse (PSEA) by UNICEF.

Computer skills

-AutoCAD	- Arc GIS	-Word	-C++	-ODK
-ArmaCAD	- Robot	-Excel	-VB.net	-Activity info
- Safe	- Talren	-Power Point	-MatLab	-RAIS
-Arch-Effel	- Plaxis	- Etabs	- Revit	
-BricsCAD	-HEC-RAS	-Qlik Sense		

Languages

English (spoken and written)
French (spoken and written)
Arabic (mother tongue)

References

1- Fouad Bejjani (Project shelter manager in Medair)
Mobile number:03-883780

2- Dustin Achgill (CVA project manager)
Email: Achgill.D@gmail.com
Mobile number: 76-390 882