



EXPERIENCE

PROJECT ENGINEER/MATTA ET ASSOCIES, DOHA-QATAR

March 2022-PRESENT

- The project entails the construction and finishing work of "Two Private Villas".
- Maintaining Follow up sheets on WOs, payments, invoices...
- Inspecting the quality work of all activities.
- Choosing sub-contractors for specialized activities where needed.
- Preparing variation orders for all requested and additional works.
- Making Payment Certificate for each milestone reached.
- Updating and preparing planning for all project using Primavera

PROJECT ENGINEER/MATTA ET ASSOCIES, BEIRUT-LEBANON

January 2021-March 2022

- The project entails the construction and finishing work of "Lycee Franco-Libanais Verdun" school
- Planning and scheduling, coordinating amongst architects, structural and MEP consultants.
- Checking the quality control of workmanship, finishes, and testing of all materials used.
- Managing site works activities, resources, materials.
- Solving problems and proposing solutions on site as per procedures

SECTION ENGINEER/SPRING CONSTRUCTION, BCHAMOUN-LEBANON

JANUARY 2020-SEPTEMBER 2020

- The project entails the construction and finishing work of "RMEIL 563 Project" consist of 5 basements, ground floor and 10 upper floors. Arranging all activities schedule
- Tracking the cash flow, payments made vs. the project progress.
- Inspecting the quality work of all activities.
- Managing the progress reports, and daily and monthly reports.

SITE ENGINEER/S.E.G., NASIRIYA-IRAQ

FEBRUARY 2019-DECEMBER 2019

- The project entails the construction of 915 residential with infrastructure work.
- Monitoring the cash flow, payments made vs. the project progress.
- Writing and editing the progress reports, and daily and monthly reports.
- Categorizing the tasks and assigning each worker specific task and procedure to accomplish it.

PROCUREMENT ENGINEER/S.E.G., YAOUNDE-CAMEROUN

NOVEMBER 2017-JANUARY 2019

- The project entails the construction of 11 hospitals and 800 residential buildings.
- Obtaining cost estimates for materials, suppliers and services.
- Evaluating suppliers and identifying their potentials.
- Negotiating terms with suppliers and securing purchasing deals.
- Planning and coordinating the purchasing orders for construction sites.
- Following up deliveries on sites in terms of quantities and quality.
- Preparing payments certificates for suppliers after checking all the legal terms.

EDUCATION

BACHELOR OF ENGINEERING IN CIVIL ENGINEERING

NOTRE DAME UNIVERSITY (NDU) – (ABET ACCREDITED) / JUNE 2017

KEY SKILLS AND CHARACTERISTICS

- Ability to work under high stress environment
- Ability to complete assigned tasks within Deadlines
- Establish bond with people
- Excellent in leading and motivating a team
- Strong interpersonal & communication skills
- Problem Solving
- Excellent Organizational skills

ELIO KHALIL

CIVIL ENGINEER

PROFILE

More than 5 years of experience in the construction field with "SEG", "Matta Contracting" and "Spring Construction" companies, which helped me to be more competent in my major, and having the capacity in dealing with other engineers and labors. Not to mention the office experience that I gained in Cameroun in procurement which helped to improve my negotiating, managing and planning skills where I spent most of my time analyzing and evaluating various types of construction materials.

CONTACT

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Antoura/Keserwan - Lebanon

LEADERSHIP AND VOUNTEERING SKILLS

Guiding Travel Pilgrimage Trips • Volunteering for "Smile" organization • Helping old people at "Al Sindayana" • Associating with "Red Cross" • Associating in American Society of Civil Engineering (ASCE) at NDU

COMPUTER SKILLS

MS-Office: Word, Excel and Power Point

AutoCAD

Primavera

LANGUAGES

Arabic: Native language

English: Fluent (writing, reading and speaking)

French: Intermediate (writing, reading and speaking)

German: beginner (writing, reading and speaking)