

## Alex El Ojeil

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### EXPERIENCE

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#### Al Nasr Contracting Company,

Dubai, UAE

##### Site Engineer

March 2022-March 2023

- Oversaw Pressurized Pipeline Water Infrastructure projects with DEWA from conception to installation.
- Coordinated with and providing aid to the task force to come up with clear site layout drawings and work breakdown activity structure to efficiently cost and schedule the tasks at hand.
- Managed Internal communication between all levels of the multicultural organization which helps us keep track of the work scope and the critical activities that need prioritizing which efficiently helped us stay on track with the initial schedule.
- Managed External communication with clients and other entities to make sure everything is according to the specs which in turn reduced any form of activity delay by 90%
- Conducted weekly and monthly reports on the performance of the team and conducted meetings with the board of managers.
- Negotiated and issued Purchase Orders, terms, and conditions as per company policies.
- Preserved site maintenance and safety protocols to reduce hazards on sites.
- Managed site preparation and distribution of manpower to obtain efficient and fast results in the construction of multiple pipeline network while safeguarding other underground utility networks.
- Checked the performance of laborers and provided necessary design inputs and follow-up during the execution of the project.

#### MAN Enterprise

Beirut, Lebanon

##### Site Engineer Intern

July 2021- August 2021

- Conducted daily site management by organizing and storing materials properly, and ensuring sites are safe clean that reduced the number of hazards on the premises.
- Prepared cost estimates with time efficient techniques to accurately estimate material quantities to be used and ensure appropriate materials and tools are available and requested from the supplier.
- Authorized and reviewed technical drawings and engineering plans which significantly diminished the risk of error occurrence.
- Managed human resources on site by handling and dividing the critical tasks to stay on schedule.
- Handled internal communications by gathering and reporting data to PM. with time efficient ways to accurately estimate material quantities to be used.

#### SchemaZone

Ontario, Canada

##### Project Manager Trainee

June 2021- July 2021

- Made sure that all projects are delivered on-time, within scope and within budget.
- Assisted in the definition of project scope and objectives, involving all relevant stakeholders, and ensuring technical feasibility.
- Ensured resource availability and allocation.
- Met budgetary objectives and adjusted project constraints based on financial analysis.
- Developed a detailed project plan to monitor and track progress.
- Managed changes to the project scope, project schedule and project costs using appropriate verification techniques.
- Recorded project performance using appropriate tools and techniques.
- Managed projects such as Taskubator and Kidzie.
- Assessed projects' risks and generated possible solutions that helped avoid potential problems.
- Assigned project tasks based on staff members' individual strengths, skill sets and experience levels.
- Tracked project performance, specifically to analyze the successful completion of short and long-term goals.

**Lebanese American University**  
**Engineering Lab Supervisor**

Byblos, Lebanon  
September 2017- December 2019

- Obtained fast analytical results regarding material properties by mastering different types of engineering equipment.
- Assisted Doctors and Students in material testing and result analysis which saved them a significant amount of time.
- Ensured that safety processes and regulations were followed in the lab which prevented a lot of unnecessary accidents and waste of assets.
- Managed Internal communication between the different lab departments.

**Lebanese American University**  
**Business Office Assistant**

Byblos, Lebanon  
June 2018- July 2018

- Filed and recorded all major business transactions to produce a set of accounting records important for major decisions to be made.
- Handled internal communication between the departments which saved a lot of time and made the business run smoother.
- Overlooked Balance Sheets and Income Statements to ensure proper financial decisions were made.

**EDUCATION**

**LEBANESE AMERICAN UNIVERSITY (LAU),**  
*BE in Civil Engineering*

Byblos, Lebanon  
August 2017 – January 2022

- CGPA: 3.19/4.0

**Saint Coeur Sioufi School (SSCC)**

Beirut, Lebanon

*Bac II General Science: Mathematics*

2004 - 2017

- Mention Bien

**SKILLS**

**Hard Skills**

Microsoft Office, Microsoft Project, AutoCAD, Etabs, SketchUP, Plaxis 2D, GPSX, Primavera P6, Revit

**Soft Skills**

Adaptability, Time Efficient, Strong Work Ethic, Problem Solving, Critical Thinking, Team Player, Analyst

**Languages**

- Native in Arabic.
- Fluent in English
- Fluent in French
- Beginner in Italian

**CERTIFICATES**

- Learning Construction Estimating (02/2023)
- Finance Foundations (02/2023)
- Construction Management: Project Delivery Methods (01/2023)
- Construction Management: Planning and Scheduling (01/2023)
- Supply Chain Analytics Foundations (01/2023)
- Learning Revit 2023 (11/2022)
- Financial Accounting Foundations (06/2022)
- Corporate Finance Foundations (06/2022)
- Learning Microsoft Project (03/2022)
- Project Management: Technical Projects (04/2022)
- Strategic Planning Foundations (06/2022)

**PERSONAL INFORMATION**

- LinkedIn page: [www.linkedin.com/in/alex-ojeil-0ab3631bb](https://www.linkedin.com/in/alex-ojeil-0ab3631bb)
- Past member in several Educational Clubs such as the American Society of Civil Engineers (ASCE), the Consulting Club, Environmental Club, Engineers Without Borders, SSCC Scouts