Laith Sarhan

Civil Engineer

Dammam, Kingdom of Saudi Arabia
+962791489215 | +966532843047
laithsrhan@gmail.com
linkedin.com/laithsarhan

Civil Engineer with strong project management capabilities, wide experience in operations management and teams' leadership, and profound construction management knowledge technically and practically.

Seeking challenging position with leading engineering firm to demonstrate and enhance my skills and career.

Experience

- JANUARY 2021 – PRESENT

Projects Manager / ARC Energy Saudi Co., Dammam, Saudi Arabia

Responsibilities

- Handling projects from project award to handover of sites to clients.
- Refining time schedules, deployment plans, method statements, and HSE plans.
- Following daily works at site.
- Preparing project activities reports and submitting it to shareholders.
- Resolving technical obstructions at sites.
- Preparing project's completed works invoices.
- Proposing alternatives and ways to expedite completion of projects and reducing costs.
- Supporting proposal and engineering department in preparing tender documents.
- Preparing project's manpower, material, and equipment lists.

Important Projects Participated in:

. 5th Fleet Command HQ Building's Roof Renovation | Client: **US Department of Defense**
. RO-I Lime Dosing Silo Rehabilitation and Control Room Construction | Client: **MARAFIQ Yanbu**

- JANUARY 2020 – JANUARY 2021

Projects Supervisor – Operations / ARC Energy Saudi Co., Dammam, Saudi Arabia

Responsibilities:

- Supervising company projects throughout Kingdom to reduce operations costs by following projects execution schedule with projects managers, and daily internal meeting with the site execution and management team related to the project progress and daily activity plan and target to accomplish the project finish on time.
- Preparing effective employees allocation charts to utilize company manpower along projects.
- Development of Baseline Schedule using Primavera P6, and preparation of execution progress summary report based on the Construction.
- Developed planning project schedules in P6 Software, allocating tasks and resources effectively to consistently meet and exceed time and budget goals.
- Study and Review tender Documents, Scope of Work, Drawing, BOQ, Specifications, and Client's requirements for construction or renovation projects.
- Estimation of manpower requirement for the project based on productivity norms.
- Arrange and Hold KOM with client for the projects.

- Conducting inspections on site works to ensure proper execution and report any non- conformities.
- Coordinate purchase and delivery of resources to projects.
- Act as the company focal point of contact with clients in terms of their projects requirements and budget to deliver projects in the most satisfactory way for them.
- Coordinate site surveys for client's bids and submit technical site survey reports to proposal department.
- Overseeing logistics department performance.
- Responsible for site handover and project completion stages initiating and following up with the clients.

Important Projects Participated in:

. Sea Water Lateral | Client: **Ibn Sina – SABIC**
. Renovation of Potabilization Unit Building | Client: **Saudi Electricity Company**
. Waste Water Lines Diversion | Client: **NOMAC**
. ARC ENERGY Jubail Facility Warehouse Construction | Client: **ARC Energy Saudi Company**
. Construction of Bulk Meters Chambers | Client: **SWCC**
. K1 Chimney Foundation Repair | Client: Eastern **Cement Company**

- DECEMBER 2018 – JANUARY 2020

Project Engineer / ARC Energy Group, Bahrain & Oman

Responsibilities:

- Responsible for coordinating projects manpower and material requirements with outsourcing department.
- Inspecting the materials as per specifications of the project and issued POs.
- Maintained optimal availability of all required materials and consumables on site through effective inventory management.
- Site supervision and implementation of the job as per drawing and specification of the project.
- Carried out regular quality inspections, ensuring work met required standards set by project briefs.
- Maintained thorough records of day-to-day site operations for comprehensive future reference.
- Supervised 40+ on-site staff and contractors, delivering daily project briefings to aid timely, quality completion.
- Cost controller for projects assigned to, including submitting cost tracking reports to PM & OM.
- Ensured site operations were compliant with health, safety and legal regulations through corrective action.
- Managed site inductions and safety briefings, ensuring full staff compliance with EHSE regulations.
- Preparing and submitting project documents to consultant engineer/client for approval including shop drawing, as-built drawings, method statements, ITPs, Inspection requests, etc.
- Responsible for preparing and submitting daily, weekly, bimonthly, and monthly progress reports to aid timely and quality completion of the projects.

Important Projects Participated in:

. Sultan Qaboos Port Waterfront Development | Client: **DAMAC**
. Matrah Fish Market Substation Construction | Client: **Matrah Tourism Development Company**
. Royal Yard SS9 Renovation | Client: **Royal Court Affairs – Royal Yachts**

- AUGUST 2017 – AUGUST 2018

Construction Supervisor / Al-Momani Engineering Firm, Irbid, Jordan

Responsibilities:

- Supervising construction works from site establishment to handover of project.
- Prepare daily activities report.
- Quantity surveying for material used in projects.
- Ensuring received material at site's store is as per specifications of project.

- JUNE 2016 – AUGUST 2016

Civil Engineering Trainee / Jordanian Ministry of Public Works and Housing, Irbid, Jordan

Responsibilities:

- Quantity surveyor for projects assigned to.
- Junior Site Engineer to supervise and ensure all works done by contractors are following the project schedule and quality plan.
- Asphalt laboratory technician, receiving samples of HMA mixes and conducting various tests on it to validate strength, durability, and following of projects specifications.

Important Projects Participated in:

. New Irbid's Agricultural Department Laboratories Building | Client: **Ministry of Agriculture**
. North Hosun Preliminary Mixed School Project | Client: **Ministry of Education**
. New Hakama Preliminary School for Boys Project| Client: **Ministry of Education**
. Natfeh – Irbid Valley Road Construction | Client: **Ministry of Public Works and Housing**

Education

AUG. 2012 – JUL. 2017

Bachelor's Degree in Civil Engineering / Yarmouk University, Irbid, Jordan

Final Year's Specific Discipline: Construction Management

AUG. 2012 – JUL. 2017

General Secondary School Certificate / Ministry of Education, Irbid, Jordan

Specific Discipline: Scientific Stream

Skills

- Structural Analysis & Design
- Construction Management
- Operations Management
- Quantity Surveying
- Procurement
- Microsoft Office
- Microsoft Projects
- Structures Maintenance
- Familiar with ARAMCO & SABIC Standards
- Sites HSE Control
- Site Management
- Review Drawings, Plans, and Contracts
- AutoCAD
- Traffic Analysis
- Document Controlling
- Planning and Scheduling Primavera(P6)
- Cost Controlling
- Team leadership
- Drawing interpretation
- PTW Standards

Certificates

JANUARY 2013 – FEBRUARY 2013

Entrepreneurial Projects / USAID, Irbid, Jordan

AUGUST 2014 – OCTOBER 2014

Quantity Surveying / Engineers Training Centre (J.E.A), Irbid, Jordan

FEBRUARY 2015 – APRIL 2015

Manual Reinforced Concrete Design / Engineers Training Centre (J.E.A), Irbid, Jordan

FEBRUARY 2022

Health, Safety, and Environment Training / MARAFIQ, Yanbu, Kingdom of Saudi Arabia

JANUARY 2023

IELTS Academic / British Council, Amman, Jordan

PERSONAL INFORMATION

- Nationality: Palestinian
- D.O.B: 10th APRIL 1994
- Sex: Male
- Marital Status: Single
- Driving License: Bahraini and International
- Languages Proficiency: Arabic [Native Speaker]
  English [Full Professional, IELTS Band 7.5]

REFERENCES

- References, certificates, and qualifications are available upon request.