



MEGDAM SAMEEH TARAWNEH

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PROFESSIONAL SUMMARY

A Hard Working, Sharp, Quick Learner & Ambitious Civil Planning Engineer with 14+ Years of Experience Serving in Various Roles & Positions, adept in process mapping and workflow development for improved business outcomes. Coordinated technical, production and client support operations for smooth project facilitation. Resolving issues quickly using excellent problem-solving and troubleshooting abilities, minimizing operational disruption.

Education

Bachelor of Science: Civil Engineering, 2009

Mu'tah University - Karak, Jordan

High School Certificate: Sciences, 2005

Jordanian High School Program - Karak, Jordan

Jordanian Program of Secondary / High School Certification
(Average GPA of 85.4%).

EXPERIENCE

➤ **Senior Planning and Contract Engineer**, 04/2022 – till now
ARABTECH JARDANAH - Alkarak, Jordan
Surfa/Al-aghwar Road - three phases “one, two, three” with 12 million J.D. Budget

with responsibilities not limited to the following:

- Providing detailed planning data, analysis and evaluation enhancing project progress and capabilities.
- Handling the day-to-day planning and project controls tasks to successfully deliver multiple high-value construction projects Goals.
- Use Primavera P6, excel to demonstrate key proficiencies across varied planning software.
- Itemizing costs of labor and materials to provide estimates and timescales to clients.
- Reporting and presenting project schedules and related data analysis, enhancing team understanding for productive forward planning.
- Promptly and precisely updated Integrated Work Schedules, maintaining progress against project deadlines.
- Oversaw lifecycle of project from conception to execution to apply best quality and provide resolutions.
- Demonstrated in-depth working knowledge of scheduling methodologies to best maintain construction progress.
- Monitored and reported on schedule developments for various engineering projects to illustrate progress and provide timeline.
- Delay analysis, checked and revised planed schedule, following progress of works, claims analysis according to FIDIC Contract, preparing monthly reports, following of Budgeted and Cash Flow, Clash Detection, writing a formal letter based on FIDIC Demands and Clauses , EOT and claim analysis
- Write and submitting reports to relay progress & updates to management.
- Collaborated with clients to support positive, productive decision-making in line with work scope.
- Applying problem solving skills to utilize engineering strategies and sequences for each of the project phases.
- Established robust scheduling structures, aiding cost-efficient delivery of projects to deadlines.

Affiliations

1- Jordanian Engineering Association
(JEA) ID No. 121980

2- Federation of Arab Engineers (FAE)
ID No. 1/894

ACCREDITATION

1-Lecturer & Trainer from JEA Engineering Training Centre & Pioneer academy, and other engineering training Centre for Revit Structure, Primavera, MS Project, Autodesk Civil 3d, Autodesk Robot structure, Prokon, Etabs, Water CAD, Autodesk Storm and Sanitary Analysis, Navisworks, AutoCAD and BIM software technique

2- Professional engineer (PE) in engineering supervision from (Jordanian engineering Association)

Languages

Arabic: Mother Language

English:



Advanced

➤ **Lecturer & Trainer**, 10/2011 – till now

JEA Engineering Training Centre & Pioneer academy - Amman, Jordan

Certified Trainer in:

Revit Structure, Primavera, MS Project, Autodesk Civil 3d, Autodesk Robot structure, Prokon, Etabs, Water CAD, Autodesk Storm and Sanitary Analysis, Navisworks, AutoCAD and BIM software Tools

➤ **Structural Site Engineer**, 02/2021 - 04/2022

ENGICON - Amman, Jordan, Jordan

in a **USAID** funded Project

JESB (Jordan expansion schools) with 5 million J.D. budget.

- Revising designs of Concrete structures, steel structures, sanitary and water pipe network
- Supervising the Execution of Structural excavation, Civil & Architectural concrete work, electrical & mechanical works, steel structure, sanitary and water pipe network,
- Formal Correspondence with accordance to FIDIC.
- Risk and safety management planning.
- planning scheduling
- Testing material.
- Using BIM Techniques to coordinate project.
- Monitoring and evaluation using (Revit-Civil 3d-Primavera-Navisworks) software.
- Rolling out preventative maintenance schedules to limit workflow disruptions.
- Assessing agreed measures against standards to achieve quality assurance.
- Resolving unexpected technical difficulties and communicating solutions with stakeholders.
- Generating Professional Engineering reports detailing all site activities, incidents & resolutions.
- Developing and implementation of improved database tools to estimate project scopes and costs.
- Auditing health and safety procedures for full compliance.
- Conducting site surveys ahead of additional works, speeding up construction processes.

Core Qualifications

- Excellent computer-oriented knowledge with applications under Windows environment such as MS Office (Excel, Word, PowerPoint, & MS Project. Etc.).
- Very good knowledge in 3D max studio
- Excellent knowledge in Autodesk AutoCAD Civil 3D, design and analysis
- Excellent knowledge in Autodesk AutoCAD all versions (2D and 3D) Using it since 2009.
- Very Good knowledge in Etabs program.
- Excellent knowledge in Autodesk Robot Structural analysis design.
- Excellent knowledge in Revit structure (Concrete and Steel, Family...etc.)
- Excellent knowledge in design and analysis of various civil engineer items
- Excellent knowledge in FIDIC Contract Conditions
- Ability to work under pressure.
- Prefers team work.
- Hard Working, Ambitious, willing to Learn.
- Project Monitoring and evaluation using BIM Tools ((Revit – civil 3d – Primavera – Synchro pro-Navisworks)
- Excellent knowledge in analysis of Claims as per FIDIC Contract Conditions and methods of Delay Analysis and EOT.
- Excellent Knowledge in Primavera program
- Excellent knowledge in Prokon Program design and analysis.

➤ Highway site Engineer, 12/2017 - 08/2020

C.C.G (consolidated consultant Group) - Amman, Jordan

Rehabilitation and upgrading of Jordan Main Desert highway (road 15)

of 110 million J.D. Budget.

with Responsibilities not limited to the following:

- Supervision of Contractor Execution / implementation of Earth Works, Paving layers & Asphalt layers, Submittals & material test, water structures & Storm water Drains networks.
- Review the Design of highway stretches, water structures & Storm water Drains networks.
- Hydrology study for **[Dabb'ah]** water channel.
- Formal Correspondence with accordance to **FIDIC**.
- Following up / Monitoring project designs of road side protection according to **AASHTO** manuals.
- Following up / Monitoring project quantities with the assistance of the quantities survey team.
- Preparation of handing over documents.
- Preparation of quality assurance plan
- In addition to Planning Engineer Authorities

➤ Highway site Engineer, 10/2014 - 04/2017

C.C.G (consolidated consultant Group) - Amman, Jordan

Construction of Namelah /Wadi Arabah Road Project with 4 million J.D. Budget.

with responsibilities not limited to the following:

- Design of roads.
- Asphalt mix design.
- survey works.
- Supervise the Execution of culverts & water drains system.
- Design & execution of road slope protections.
- Formal Correspondence with accordance to **FIDIC**.
- Following up / Monitoring project designs of road side protection according to **AASHTO** manuals.
- Following up / Monitoring project quantities with the assistance of the quantities survey team.
- In addition to Planning Engineer Authorities

CERTIFICATIONS

- 1- The Agile Certified Practitioner Training Program (PMI-ACP) - UDEMY Academy
- 2- Basic Delay Analysis - Smart PM Training Academy
- 3- Autodesk - auto CAD Training - Aljanob Training Center, Mu'tah University
- 4- Career Essentials in Business Analysis - Microsoft and LinkedIn
- 5- Concrete Mix Design Course - Engineers Training Center, JEA
- 6- Construction Management: Construction Claims 101 - UDEMY Academy
- 7- Introduction to Engineering Contracts - Engineers Training Center, JEA
- 8- Cost & Estimation - Engineers Training Center, JEA
- 9- Oracle Primavera P6 Professional - Smart PM Training Academy
- 10- PMP Exam Preparation Course - Trace Training Center
- 11- Training of Trainers Course (TOT) - EDRAK Initiative
- 13- Effective leadership and effective management - EDRAK Initiative
- 14- Computer Principles - EDRAK Initiative
- 15- Accounting for non-Accountants - EDRAK Initiative
- 16- Planning personal finances - EDRAK Initiative
- 17- Electronic games design - EDRAK Initiative
- 18- Financial Information for Non-Financials - EDRAK Initiative
- 19- Successful wealth management skills - EDRAK Initiative
- 20- FIDIC Module 1 (Practical Use of FIDIC Conditions of Contracts) – Arab Centre for Arbitration
- 21- Contracts, Delay and Claims with Primavera P6-Udemy Academy
- 22- Scheduling Professional Preparing Exam (PMI-SP) -PM Tricks TC.

➤ **Design Engineer**, 06/2012 - 07/2014

Greater Amman Municipality - Amman, Jordan

Head Office / Design Engineer

With responsibilities not limited to the following:

- Design of Highway and Interchanges.
- Design of Pipe Network system using civil 3D, water cad.
- storm and sanitary analysis.
- Design Building and Building Facilities.
- Preparation of contract documents.
- Preparation of analysis calculation sheet, Redesign facility and building.
- Preparation of final plans and details using Revit.
- Preparation of proposal planning schedule using primavera.
- Using BIM techniques to follow proposed execution of projects.
- Design and check of steel structure and elements, dry utility & network parts using civil 3D part builder.
- Preparing B.O.Q.

➤ **Design Engineer**, 10/2011 - 06/2012

Yaseen Al-Tarawneh Design Office - Karak, Jordan

With Authority to:

- Design of building according to Jordanian specification.
- Preparing required plans.
- Obtaining the Designed Plans Approvals from the local authorities & JEA on behalf of the office.

➤ **Highway Construction Inspector**, 10/2009 - 09/2011

Dar-Al Omran for Environment and Infrastructure - Amman, Jordan

Construction of Al-Qaser - Al-moujeb Road Project with 5 million J.D. Budget.

with responsibilities not limited to the following

- Oversighted of all construction stages such as: Earth works & Excavations, Pavement layers Construction, Asphalt layers & material testing.
- Execution of culverts & water drains system.
- Execution of road slope protections.

23-Training Program FIDIC Module
(2)"Management of Claims and Dispute
Resolution Under FIDIC Contracts"- Arab
Centre for Arbitration

24-Training Program FIDIC Module
(4)"Management and Administration of
FIDIC Contracts"- Arab Centre for
Arbitration

25-FCCM Training (FIDIC CERTIFIED
CONTRACT MANAGER Preparation
Program) - Arab Centre for Arbitration

➤ **Design Engineer - Fresh graduate**, 03/2009 - 10/2009

Al -Attieh steel - Amman, Jordan

with the following responsibilities:

- Preparing calculation sheet for steel elements and structures using Robot Structure analysis.
- Making final check for steel design.
- Preparing final plans, Details and B.O.Q using Autodesk Revit.
- Using CAD software to create models and simulations for use by manufacturing team.
- Sketched outline designs and used CAD programs to provide detailed design and specifications.