

AHMED NAJMI

Civil Engineer

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Jazan, Saudi Arabia

CAREER OBJECTIVE

Dedicated Civil Engineering graduate with a Bachelor's degree from Jazan University, equipped with practical training experience and a strong academic foundation. I have completed a training program where I gained hands-on experience in site supervision, project coordination, and technical documentation. Additionally, I have taken several courses that enhanced my skills in road design, construction safety, and engineering software. I am eager to apply my knowledge and contribute effectively to engineering projects in a professional environment.

WORK EXPERIENCE

CIVIL ENGINEER – ALBWARDI ENGINEERING CONSULTING | August 2025 – Present

- Monitored project execution to ensure compliance with engineering drawings and technical specifications.
- Supervised site and infrastructure works, ensuring quality control and proper implementation.
- Reviewed engineering drawings and sketches (shop drawings) and clarified details to contractors and site teams.
- Conducted field inspections to verify adherence to safety and quality standards.
- Prepared daily and weekly technical reports and submitted observations to relevant authorities.
- Coordinated with municipal authorities, contractors, and consultants to resolve field issues and maintain project workflow.
- Followed up on project correspondence, approvals, and official letters to ensure smooth workflow.

CIVIL ENGINEER (TRAINEE) – Sindan for Engineering Consultant | Jun 2024 – Aug 2024

- Supported on-site construction supervision to ensure adherence to design specifications and safety regulations.
- Compiled daily site reports and maintained detailed documentation of project milestones and progress.
- Applied AutoCAD for drafting tasks and Microsoft Excel for quantity take-offs and tracking construction progress.
- Developed practical experience in facilitating coordination between design teams and execution crews.

DATA ENTRY - South Manar Bukhari for Food Services | Jun 2022 – Sep 2022

- Entered and updated customer orders, invoices, and inventory records in the system.
- Ensured data accuracy and consistency across all digital records.

EDUCATION

JAZAN UNIVERSITY - Jazan, Saudi Arabia | May 2021 – May 2025

- Bachelor Degree of Civil Engineering

PROJECTS

- **Graduation Project:** Design of a Filtration System for Water Treatment.

COURSES & CERTIFICATIONS

- Sales and E-Marketing
- Sales Management and activation
- Foundation of thinking and character-building AutoCAD 3D

SKILLS

Software Skills: MS Office (Word, Excel, Outlook, PowerPoint), AutoCAD, Revit.

Languages: Bilingual in Arabic and English.

Other Skills: Structural analysis, site supervision, quantity surveying, concrete design, steel structures, soil mechanics, construction safety, project coordination, technical reporting.