

## Saeid Sardari ( Civil Engineer )

Personal Data	
Name	Saeid
Surname	Sardari
Date of Birth	1981/1/7
Nationality	Iranian-Azeri
Sex	Male
Marital Status	Married
Health status	Healthy
Religion	Islam



### Summary:

- Construction and Site Engineer with over 10 years of experience ( included 3 years in oil & gas projects)
- Fluent in English, Native in Azeri, Turkish (Istanbul. Turkey).
- Supervisor Engineer grade of Iranian Organization for Engineers Order of Building

Experienced Site Engineer in complex construction projects, excellent construction supervisor and expertise in executive projects in an efficient manner on fast tract building projects.

### Core Strengths:

- ✓ Expertise in the fields of reinforcement concrete structures and buildings, Water, Wastewater and Gas line pipelines, Excavation and retaining wall, landscaping and roads, manage large complex construction projects (mechanical, instrumentation and electrical services, contractors) and other engineering tasks such as estimating & costing, planning, scheduling.
- ✓ Excellent resource management skills.
- ✓ Excellent communications and report writing skills
- ✓ Experience in the Arabian Gulf (South of IRAN for "Southern Pars Gas project")
- ✓ Good in English, Fluent in Azeri, Turkish (Istanbul. Turkey), Farsi and basic in Arabic.
- ✓ **Other Skills:** Fully expert in IT issues (Computer Networks LAN, WAN, RFID systems and Wi-Fi, Windows Servers 2003 and 2008 and Microsoft Office tools, Project management suit software's.)

### Objective:

To obtain a demanding position in a well-established company, where I can utilize my skills as Civil (site) engineer, thereby contributing to company's growth.

Educational Background		
Certificate Degree	Field of Specialization	Name Of Institution Attended
B.Sc.	Civil Engineering	Tabriz Azad University – Faculty Of Civil Engineering – IRAN / Tabriz <a href="http://www.iaut.ac.ir">www.iaut.ac.ir</a>
<b>Professional Affiliations</b> - <b>Supervisor Engineer</b> of Iranian Organization for Engineers Order of Building, East Azerbaijan, IRAN, 2005 (Field: Civil Eng. No: 08815)		

<b>Licenses &amp; Certificates</b>			
<b>Title of Certificates</b>	<b>Level</b>	<b>Date</b>	<b>Name Of Institution</b>
<b>System Operator</b> (Produce C20, C25 and C30 categories of ready-mixed concrete and concrete mixing)	Practical-course	2010	Beton Pishro ready-mix concrete manufacture.
<b>Retrofitting buildings and improvement of educational technology and the strength of the Structures</b>	Workshop	2009	Iranian Organization for Engineers Order of Building
<b>ICDL International Computer Driving License</b>	Course	2010	Training center of management and planning board of Tabriz-IRAN
<b>Marketing Management</b>	Workshop	2005	East Azerbaijan Science & Technology Park – Ariana Team Work
<b>Business Plan</b>	Workshop	2005	East Azerbaijan Science & Technology Park – Ariana Team Work
<b>Passed IELTS General courses</b>	Course	2007	Goldis language Center institute. Tabriz/IRAN
<b>Scientific works</b>			
1- Advisor in the production of CMA* substance and its effects on testing of prefabricated concrete *CMA: Calcium Magnesium Acetate		2010	Civil Faculty -Tabriz University and East Azerbaijan Science & Technology Park Organization
2- Innovate and Generate the new light-weight isolated Block for inner and outer walls in buildings ( Density is less than $700 \text{ kg/m}^3$ )		2007	Collaboration with Beteno Pishro Ins. For Arshiya Complex Project

## **Professional Experience:**

**Site Engineer** with East Azerbaijan Science and Technology Park Organization (EASTP), IRAN, 2007 – present

**Project Name:** Asre-Enghlab Research and Technology Complex

**Site Area:** 11 hectares (27.18 Acres)

### **The responsibilities involve:**

- Responsible to the Project Manager for day to day operation of the project's construction activities.
- Investigated sites
- Assisted senior engineer in developing budget plans
- Monitored work of contractors/ sub-contractors, field inspectors, and provided construction support services to the clients to ensure the works comply with contractual terms and conditions, as well as specifications, applicable regulations, etc.
- Administer project from early pre-construction phase to completion and final acceptance

- Arrange for timely procurement of all construction materials including storage and administration and monitor returns/damages.
  - Interpret methods statements, construction schedules and drawings for builders.
  - Managed and supervised material resources on sites
  - Made cost effective plans for projects
  - Ensured implementation of designs and plans on site
  - Maintained records of material and human resources
  - Provided technical support to engineers in designing on as-build maps.
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**Senior Site Engineer** with Beton Pishro Constructions Inc. IRAN, 2006 – 2007

**Project Name:** Arshiya 1 and 2 Residential Towers (432 Units)

**Site Area:** 44000 sq. meters

**The responsibilities involve:**

- Manage projects from early pre-construction phase to completion and final acceptance.
- Solved technical issues using specialized engineering techniques and tools.
- As a senior civil engineer, provided guidance to junior engineers and trained other engineers.
- Took responsibility to complete the project in time and with quality.
- Plan the project's construction activities associated with engineering completions, material requirements, integrated schedules & manpower loadings.
- Ensure safety standards and procedures are implemented and followed in accordance with contract requirements and Company guidelines.
- Managed and supervised material resources on sites
- Maintained daily reports of contractors and engineers for the progress of projects
- Responsible for the checking the quality of material on sites to meet standards
- Delivered final reports of project to team lead

**Achievements:**

- Awarded for making cost effective plans for a project. ( mentioned in scientific achievements)
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**Construction Site engineer** with Dej Papyrus Constructions Inc. jointly by Hyundai Co. for IRAN Petroleum. Asaloye, Mahshahr Port. IRAN, 2004 – 2006

**Project Names:** Southern Pars Gas, Phase 3-CPU-W32 region ( **building surface construction and Excavation and retaining wall and substrate surface roads for Gas pipelines** )

**The responsibilities involve:**

- Ensured implementation of designs and plans on site
  - Coordinate with site inspectors to check the ongoing project status and development
  - Produce appropriate reports on progress, performance & completion for Project Management which includes budget estimates, cost tracking reports etc.
  - Manage and administer personnel on the construction site including plant/labor records and document variations.
  - Interpret methods statements, construction and pipeline schedules and drawings for builders.
  - Maintained records of material and human resources
  - Ensure quality control throughout the project and coordinate disposition of all non-conformances to contract requirements.
  - Check the material quality as per prescribed standards.
  - Ensure safety standards and procedures are implemented and followed in accordance with contract requirements and Company guidelines.
  - Responsible for other duties as needed.
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**Civil Engineer** with Beton Pishro Constructions Inc. IRAN, 2002 – 2004

**Project Name:** Sewerage and Water Treatment Project in Tabriz-Sahand City Phase 1  
**project Length:** 4.2 Km

**The responsibilities involve:**

- Conducted technical analysis of survey and field data for development of topographic and hydrological information and generation of site plans, profiles, cross sections and detail designs.
- Participated actively in weekly/biweekly site meetings to discuss:
  - Project construction progress;
  - Construction schedule.
  - Safety and environmental precautions.
- Performed field testing for ready mix concrete by conducting sampling and testing in accordance with standard/ design specifications.
- Managed and supervised material resources on sites
- Maintained records of material and human resources

<b>Computer Skills AND PREFERENCES</b>				
Skill in Computer and Network	Degree of Proficiency			
	Expert	Intermediate	Poor	
MS Office 2010	+			
AutoCAD 2007		+		
MS Project 2007	+			
MS Visio 2010	+			
Primavera P6		+		
Windows Seven and XP professional	+			
Windows 2003 Enterprise Server	+			
AO ( Automation Office ) Softwares	+			
Solarwinds Network Management Tools Engineer's Edition		+		
Instructions Of LAN – WAN Concepts	+			
Instructions Of WLAN Concepts		+		
MS Outlook Express	+			
Linux			+	
Searching in the Web site and working with Internet	+			
<b>Language Proficiency</b>				
Language	Degree of Proficiency			
	Native	Good	Intermediate	Basic
Azeri	+			
Persian	+			
English		+		
Turkish ( Istanbul )	+			
Arabic				+
<b>Personal Characteristic</b>				
<ul style="list-style-type: none"> <li>• Interested and Motivated in working at enlarge Companies</li> <li>• Interested in team working in the field of Civil Construction</li> <li>• Good problem-solving skills</li> <li>• Ability to communicate with others</li> <li>• Serious in doing well the duties</li> </ul>				
<b>Hobbies / Interests</b>				
Swimming (lifeguard) , Sport, IT, Reading, Music				
<b>ADDRESS AND ACCESS</b>				
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\*\*\* Available upon request at any job ----- References available upon request