

ATHEER KHALID MADHI AL-KHUZAIE
Professional Civil Engineer

Name: **Atheer Khalid Madi**
Nationality: **Iraqi**
Birth Date : **March ,19,1969**
Marital status: **Married**
Position: **Client Representative Engineer**
Address: **P.O Box. 2175**
Postal code 112 Ruwi –Oman
Telephone: **+968 -95044197**
+968 -99808606

Fax : **+968-24773315**
E mail : atheermadi@yahoo.com
atheermadi69@gmail.com



Qualification

B.SC in civil Engineering 1986-1990 university of technology in Baghdad

Training courses

- 1- February 2004 :Ministry of Education –Muscat; Oman course consisted of :
 - Quality and safety
- 2-May 2007 :Ministry of Education –Muscat; Oman Course consisted of :
 - Quality and safety
 - Management
- 3- December 2012 :Ministry of education –Muscat-Oman Course consisted of:
 - Quality & Management
- 4- April 2015 Ministry of Justice-Muscat –Oman ,Course consisted of:
Training ,qualification and attracting Qualification arbitrators

KEY EXPERANCE

I have more than 25 years experience in construction & maintenance work (15 in Oman). I have working several types of projects including Multi projects, Bridges, Buildings, villas, warehouses, and the main building of ministry Education. My experiences includes but exceeding to the following:

- Experience in preparation of engineering designs for buildings and bridges, warehouses
- projects Feasibility
- Qualification of applicants for tenders and evaluation of bids
- Experience in preparing tenders with all its contents

- Experience in analysis of tenders according to international assessments and recommendations
- Experience in the application of international conventions (FEDIC) and full understanding of all the scripts and applying changes if necessary to fit the proposed project.
- Experience in supervising construction projects
- Experience in maintenance and technical wizards and preparing specifications and experience in dealing with materials for maintenance work
- Experience in evaluation on assessing old buildings , buildings of particular problems and dealing with the construction and testing of the final evaluation reports in accordance with the requirements of the ACI and British code
- Ability to coordinate with parties working on large construction projects, which include several contractors consultants, project managers and sub contractors
- Experience in writing expert report according to the Determinants of the Ministry of Justice (the regulation of work experience)
- Experience in dealing with the arbitration proceedings in accordance with domestic and international arbitration laws

Period : 2010 up to present

Employer : Ministry of Education
P.O. Box: 2175, Ruwi
P.C. 112

Nature of Work : Directorate of project & maintenance

Position : Client representative professional Civil Engineer

Duties and responsibilities

1. **The representative of the Ministry in all cases issues and disputes between the Directorate-General for enterprise the maintenance contractors and consultants, on the other hand, the number of cases was under the supervision of engineer (20) lawsuit have included:**
 - Preparation of The agreement with the quarreling over the selection of arbitrators in accordance with the arbitration clause in the Convention
 - Preparation of arbitration agreement in coordination with other parties
 - Attending the meetings of the arbitration
 - Preparation of process as a representative of one of the parties
 - Preparing petition to the lawsuit (in case Ministry is the claimant)
 - Preparing petition of respondent to the lawsuit (in case ministry is respondent)
 - Preparing a reply to petition of respondent(in case Ministry is claimant)
 - Preparing a reply to the commentary on petition of claimant (in case ministry is the respondent)
 - The ability to choose the experts according to the jurisdiction
 - The ability to deal with the case of engineering through a complete understanding of the Convention, the Omani law and regulation on work experience and civil procedure action of the Sultanate
 - Experience in preparing comments on the reports of experts
 - Experience in dealing with the experts and discuss their reports in accordance with the mission entrusted to them

- Experience in the preparation of interpretation request of judicial rulings of arbitrators and their conformity with the procedural law and law application
 - The possibility of preparing a Lawsuit claiming contestation (if necessary) in the case of judicial violation of procedural rules in the selection proceedings
2. **Worked as an assistant to an expert engineer for reporting number (one hundred and fifty eight) lawsuit, such reports had accordance with the rules and regulation of work experience in the courts and all reports were identical to the letter assignment similar to the Office of expertise included the following:**
- A summary of dispute subject
 - Preparation of minutes of the meeting between parties of the conflict
 - Preparation of facts the dispute in chronological order
 - The study of the Convention between the parties and determination of the points of contention.
 - Preparation an integrated report includes all the previous points with summary and conclusion
 - Providing recommendation to the student report with supporting documents and the minutes of the meeting , hearing the testimony of witnesses , record of the inspection , the final result with the final statement of account
3. A project engineer and supervisor of construction projects and buildings Engineering work Included projects additions of classrooms to multiple schools creation of large stores to Department stores and creation of new special buildings like that band administration building Airport heights in addition to handling multiple buildings suffer from structural problems And preparing specifications and to supervision of the treatment ,All the work has been Completed and included the following tasks
- Preparation of specifications ,quantities and charts
 - Questioning the contractors on public tenders
 - Analysis of the offers for applicants
 - Preparation of agreements
 - Issuing Operation orders
 - Approvals of materials and preparation of the work programmers
 - All official correspondence with contractors and consultants
 - Study completion rates and payments
 - Certification of receipt of primary and final
- 4- Worked as a consulting engineer in assessing old buildings and structural problems and Prepared evaluation reports of the number of buildings (forty) ,building various Evaluations came in coordination with the construction and inspection companies locating Inspection included concrete core test, half cell test, window test, chloride content ,carbonation test all evaluations were consistent with British and American code .

Period 2008 up to 2010

Employer : Ministry of Education
P.O. Box: 2175, Ruwi
P.C. 112
Sultanate of Oman

Nature of work : Civil Engineer in construction of Ministry of Education Head Quarter Building Client representative of project of construction of Head Quarter building at Baushar, for Ministry of Education
Project area 60,000/- m2
Cost of project 28000,000/00 RO

Position : Client representative Civil Engineer (Committee member on follow up -MOE HQ project)

Duties and responsibilities

- Management and supervision of the progress of project and the commitment of the contractor with the provisions of the contract in accordance to the requirements and specifications set by the consultative
- Overseeing the performance of the project in accordance with the tasks set out in the contract and applicable regulations
- Preparation of reports on the financial status of the project and submission to the Chairman of the Committee.
- Advising the Chairman of the Committee overseeing the project
- Analysis and review of the problems and obstacles that may hinder the progress of work, suggesting the appropriate solution.
- Preparation of reports for the Commission overseeing the work and preparing a recommendation on matching the project work programmers
- Preparations of Financial reports on the project cost disbursements and percentage of completion.
- Studying the offers made by the subcontractor and the preparation of recommendation thereon
- Writing a financial report on the additional budget for the project and submitted to the Ministry for approval, after justifying the reasons for overtime
- Studying of the change orders, their conformity with the conventions and submitting to the tender Board
- Writing all correspondence from (owner) with all parties according to the agreements with them to the progress of the project.
- Reporting to the ministries and agencies concerned about the project
- Examining all requests for extension of the project and their conformity with the reasons and the agreement with the contractor before approval

Period 2007 up to 2010

Employer : Ministry of Education
P.O. Box: 2175, Ruwi
P.C. 112

Nature of Work : Directorat of project & maintenance

Position Held : Projects Engineer& client representative

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Projects: the treatment of problems in construction and buildings affected by the cyclone in 2007 Hurricane special Juno and 2010 (cyclone Phet).

1-Limiting the damage in buildings affected by Typhoon number (66) building in Muscat and (37) building in the inner South of Hurricane Juno 2007

2-Limiting the damage to the number (54) building affected by Cyclone Phet in 2010 and prepared engineering reports about comprehensive damages the buildings, the processing method and the estimated cost, together with explanatory diagrams for proposed treatment methods.

3-Preparation of specifications about protection for these buildings and roads of insensitivity during hurricanes valleys flow in addition to overseeing the implementation of the designs for the permanent wizards.

4-Questining in public tenders analysis presentations and held conventions and overseeing implementation

Period 2001 up to 2007

Employer : Ministry of Education
P.O. Box: 2175, Ruwi
P.C. 112
Nature of Work : Directorat of project & maintenance
Position Held : Projects Engineer& client representative
Position : Client representative Civil Engineer

Projects:

- 1- Construction of new stores the number (5) stores included design, construction Supervision, adding a mezzanine floors and all its necessary requirement including Roads parking etc.
- 2- Conversion& alteration in use of some buildings and converting of used homes to Offices with all necessary acts in addition to the preservation and restoration of Many Buildings and included the preparation of specifications and tenders Oversee the Implementation and delivery of projects
- 3-worked as Consultant engineer to repairing and maintenance more than 80 building in deferent region in Oman .

Duties and Responsibilities:

1. Preliminary site visit on proposed projects site.
2. Preparation of bill of quantities, drawings and Specification
3. Studying the proposed project and report with proposal to the client (undersecretary) all requirements with estimation cost for approval.
4. Advertisement of the proposed projects in newspapers.
5. Receiving of the tender documents and preparing the tender analysis.
6. Requesting for commitment fund for the proposed projects.
7. Preparation of letter to contractor for acceptance of the proposed projects
8. Preparation of Agreement books and issuing of work order for the proposed projects.
9. Supervision of the proposed projects from materials approvals, soil investigation, excavation of foundation, lay outing, finishing, re-touching up to completion of all snags.
10. Receiving the completed projects.
11. Issuing of first &preliminary certificates.
12. Receiving & sending invoice payments for the completed projects.
13. Follow-up to all necessary maintenance work aspre-requisite on issuing of final certificate and final payment as stated in agreement book.

Period 1995 up to 2000

Project engineer-Al hadhara construction company

- Projects

- 1- Construction of new buildings in the military technical college and residential buildings for students with good camp
- 2- Construction of six villas complex in Baghdad

- Client : Ministry of defense

- Project managers : The Directorate of military works, Ministry of Defense

- Contractor : AL-Hadhara contractor company

- Consultant : The technical Affairs Department at the Ministry of Defense

Duties and Responsibilities:

- 1-Responsible for daily operations of project
2. Managing the project to comply with specifications
- 3-Contract agreements with the sub contractor
- 4-Preparing program of work and others renting equipment
- 5-Hiring and training employees
- 6-providing staff evaluation every three month
- 7-preparing all claim of project
- 8- Attending meetings with the technical supervisor of the project

Period 1990 up to 1995

Project engineer- Al FAO General establishment (MIC)-Department of roads and bridges

- Projects

- 1-Reconstruction of the Horan bridge linker between Hadtha city to Al Qaeem
- 2-Reconstruction of Basra airport bridge
- 3- The expansion of the Al-Sarafiya bridge, Baghdad railway
- 4- Construction of two level bridge in Baghdad

- Client : Ministry of transport and communications

- Project managers : MIC Department of roads and bridges

- Contractor : department of roads & bridges-implementing direct

- Consultant : Department of road & bridges

Duties and Responsibilities:

- 1-Direct supervision to the work with includes removing the affected parts of the bridge and its reconstruction
- 2-Studying of engineering plans and staff for implementation
- 3-Overseeing the preparation of the required material and equipment tables
- 4-Performance evaluation of sub contractors and all correspondence With them
- 5-Overseeing the materials tested and study results
- 6-preparation weekly and monthly reports on the work done and evaluation of the performance of employees and contractors
- 7- Preparation of all invoices for equipment and tenant staff