

RAWAN MELHEM

CIVIL ENGINEER

CONTACT

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-  rawanhmelhem@gmail.com
-  Irbid, Jordan (Willing to relocate to Amman)

EDUCATION

- Bachelor Degree Of Civil Engineering**
Yarmouk University
- Jan, 2016 - Dec, 2021
- Commercial complex building design,
grade: 94%, with GPA: Very good.

TECHNICAL SKILLS

- Proficient with Computer skills, Microsoft Office 365, and Google Workspace.
- Excellent typing skills.
- Engineering Programs like AutoCAD, Safe, Etabs, Primavera P6, and Autocad Revit.
- Effective verbal and written communication skills.
- Shop drawings & Quantity Surveying.
- Presentation skills.
- Advanced Excel.
- Professional drafting for e-mails and reports.

INTERPERSONAL SKILLS

- Strong organizational skills.
- Teamwork & Emotional Intelligence.
- Project management skills.
- Motivated for self-development and a quick learner.
- Time Management and hard work.

LANGUAGES

- Arabic
- English

PROFILE

Experienced Site Civil Engineer with more than 3 years in several construction projects. Skilled in site supervision, ensuring safety, and meeting deadlines. Core responsibilities include overseeing on-site construction activities, coordinating teams, managing resources, and solving on-site problems. Dedicated to delivering high-quality projects on time and within budget. Strong communicator with a focus on teamwork and client satisfaction.

WORK EXPERIENCE

- Site Civil Engineer**
- Hassan Abu Al-Assi office, Irbid (full-time)

DEC,2024 - MAR,2025

 - Site Civil Engineer in a residential building.
- Rakan Abandeh office, Irbid (full-time)

Oct,2023 - Jul,2024

 - **Site Civil Engineer in a residential building**, My main duties are summarized in supervising and controlling for all construction and finishing activities from initiation to closeout stage for a residential building with an area exceeding 2500 square meters, also preparing daily reports in addition to all quantity surveying tasks.
- Hassan Abu Al-Assi office, Irbid (full-time)

Nov,2022- Feb,2023

 - **Site Civil Engineer in a Commercial Stores**, My main duties are summarized in supervising and controlling all construction and finishing activities from initiation to closeout stage for Commercial stores.
- United Nations Office for Project Services-UNOPS, Irbid (full-time)

Jul,2022- Sep,2022

 - **Site Civil Engineer in a school maintenance project**, Summarized in Intensive labor for the maintenance of public areas/maintenance of schools (UNOPS).
 - managing different parts of construction projects.
 - supervising crew members, and preparing estimates for Project Management.
 - completing quality assurance, observing health and safety standards, and compiling reports for different stakeholder
- Hawari contracting company, Irbid (full-time)

Jul,2020- Dec,2020

 - **Site Civil Engineer.**
- Ministry of Public works & housing (Training)

Mar,2021- Mar,2022
- Certificates & Awards**
- **ACI Award, concrete warriors competition.** Oct, 2021
 - **Engineering Supervision Course, JEA.** Oct, 2022
 - **Primavera P6 Course, Online.** Dec, 2022
 - **Revit Autodesk Course, Online.** Jan, 2023
 - **Quantity Surveying Course, Online.** Feb, 2023

Reference

- Reference upon request.