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🏠 Ghirnatah-Riyadh-Saudi Arabia

Mina Phillip Boushra
Senior Civil Engineer

personal information :

Nationality: Egypt

Lives in : Riyadh, Saudi Arabia

Marital status : Married

Military service : Performed 2013

Education :

2006-2012: Bachelor's degree,
in Civil Engineering

Faculty of Engineering,
Alexandria University, Egypt

Personal skills :

- **PMP Certificated**
- **Saudi Council of Engineers (SCE) – Professional Engineer**
- Ability to work under pressure .
- The ability to learn and develop continuously.
- Organizing time and arranging responsibilities.

Artistic skills :

- AutoCAD
- Revit
- SAP ERP User
- Primavera
- Microsoft Office

Abstract :

Civil Engineer 2012 - holds a Bachelor's degree from Alexandria University

- I have experience in implementing and supervising all concrete and finishing works for administrative and residential buildings and villas, as well as swimming pools and sports stadiums.
- I also have good experience in pricing tenders, analyzing items, calculating the cost of projects, and preparing the technical and financial files necessary to submit bids on the platforms (Etimad – Forsah - Tanafos – Muqawil -).
- I also have good experience in all technical office work, including preparing Invoices, whether the owner's client Invoices or subcontractors' Invoices, and counting and calculating their quantities accurately.
- I also have experience in project Cost / Quality control and finding appropriate solutions to reduce costs and achieve the greatest possible profitability.

Practical experiences :

❖ Massa Built Company KSA (June 2025 Until now)

R&D Building – Al Jazeera Paints Factory – Khamis Mushayt, KSA

Position: Project Manager

Research & Development building including administrative offices, laboratories, testing facilities, advanced MEP systems, complete finishing works, and furnishing.

Responsibilities:

- Managing all project phases from execution to finishing and furnishing.
- Supervising coordination between civil, architectural, and MEP disciplines.
- Following up laboratory requirements and specialized technical works.
- Ensuring quality standards, safety regulations, and project deadlines are achieved.

❖ Consultancy engineering Consultats (January 2024 to May 2025)

Al Othaim Circle Waterfront Project – Al Khobar, KSA

Position: Consulting Engineer

A major commercial project with a built-up area of approximately 26,000 m², consisting of a basement and three floors, including advanced MEP systems, escalators, and modern commercial facilities.

Project Consultant: Al Majmoa Consultancy Engineering Consultants

- Supervising and monitoring all construction activities to ensure compliance with approved drawings, specifications, and quality standards.
- Reviewing and approving shop drawings, material submittals, and method statements submitted by the contractor.
- Coordinating between civil, architectural, and MEP disciplines to resolve technical issues during execution.
- Conducting site inspections and monitoring project progress in accordance with the approved schedule.
- Reviewing contractors' invoices, progress reports, and executed quantities.

- Ensuring compliance with safety regulations, project specifications, and consultant requirements.
- Attending technical meetings with the owner, contractor, and project stakeholders to discuss progress and project challenges.

❖ **Massa Built Company KSA (January 2023 to December 2023)**

A'ali Residence Project – Riyadh, KSA

Position: Project Manager

The project consists of 24 luxury villas in Riyadh for Wateer Real Estate Development.

Responsibilities:

- Managing and supervising all construction and finishing works according to project specifications and schedule.
- Coordinating between subcontractors, consultants, and project stakeholders.
- Monitoring project progress, quality control, and cost management.
- Ensuring project delivery within the approved timeline and budget.

▪ **Assigned tasks:** Construction Manager

• **Livein Liwan – King Abdullah Road, Riyadh**

The project consists of 5 buildings on an area of 25,000 square meters, in addition to service buildings

- Consultant: AMO & Partners
- project management : Liwan

▪ **Tasks assigned to:**

- Supervising, as executive manager, all civil and construction works in the project according to the timetable.
 - Reviewing a quantity surveying of the project's civil works items and approving them from the consultant.
 - Coordination of work between work crews in various civil and electromechanical specializations.
 - Review and approve subcontractors' invoices.
 - Approval of the invoices of the entity that owns the project.
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❖ **Ham Arabian Construction Company KSA (January 2022 to December 2022)**

- **Assigned tasks:** Contracts and tender pricing engineer, Construction Manager

Preparing the technical and financial files for tenders. Special files were prepared for 5 tenders and they were technically passed. They are:

- Establishing a concrete warehouse in Riyadh.
Entity: Land Forces - Maintenance Branch in Riyadh
- Maintenance work on roads and sidewalks.
Region: Municipality of Jella and Tabrak
- Operation, maintenance and cleaning of buildings.
Entity: Anti-Corruption Department in Al Majmaah
- Establishing a security fence for the sites.
Entity: Air Defense Forces in Salil
- Works to remove waste and develop the national park.
Entity: Ministry of Environment, Water and Agriculture

❖ **Wadi Degla Real Estate Investment Company (December 2019 to January 2022)**

- **Company management of contracts (February 2022 to January 2023)**

- **Tasks assigned to:**

- Managing and concluding contracts with subcontractors on projects.
- Study and review external contracts with contracting entities that own projects.
- Complete documentation and review between the owner's contracts and subcontractors' contracts in terms of time programs and cost of items according to the study specified during the tender.

- **Company management of project studies and cost control (December 2019 to February 2022)**

- **Tasks assigned to:**

- Calculating the cost of tenders and analyzing price items.
 - Follow up on the actual production rates of the executed works.
 - Follow up on raw material consumption rates in the implemented projects according to the analysis of the items in the study.
 - Follow up on the total cost of projects for labor and employees and its consequences.
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❖ **Solid Construction Company (March 2016 to December 2019)**

- **La Fontaine Compound - First Settlement - New Cairo**

The project consists of 27 buildings and 13 townhouse villas, in addition to service buildings

- Consultant: ECG
 - project management :EHAF
 - Owner: Arco
 - **Tasks assigned to:**
 - Supervising, as executive manager, all civil and construction works in the project according to the timetable.
 - Reviewing a quantity surveying of the project's civil works items and approving them from the consultant.
 - Coordination of work between work crews in various civil and electromechanical specializations.
 - Review and approve subcontractors' invoices.
 - Approval of the invoices of the entity that owns the project.
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❖ **Wadi Degla Real Estate Investment Company (February 2014 to March 2016)**

- **Wadi Degla Club - Moharram Bey - Alexandria**

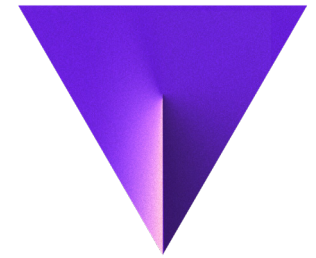
The project consists of an Olympic football field, 6 tennis courts, a volleyball court, 2 training and children's swimming pools, in addition to an Olympic swimming pool, as well as a number of administrative and commercial buildings for the club.

- Consultant: Dr. Ihab Darwish's office
 - Project management and owner: Wadi Degla Company
 - **Tasks assigned to:**
 - Supervising as executive engineer and technical office.
 - Supervising all club infrastructure work.
 - Supervising of all finishing works for the club's stadiums, swimming pools, and administrative and commercial buildings.
 - Preparing a complete quantity surveying of items.
 - Preparing subcontractors' invoices and having them approved by the consultant and project manager.
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- **Blumar Village - Sidi Abdel Rahman - North Coast**

The project is a village on an area of 250,000 square meters, divided into four phases of chalets and villas, including swimming pools, entertainment areas, and administrative buildings for the village.

- Consultant: Dr. Gouda Ghanem's office
- Project management and owner: Wadi Degla Company
 - **Tasks assigned to:**
- Supervising as executive engineer and technical office.
- Supervising all club infrastructure work.
- Supervising of all finishing works for the club's stadiums, swimming pools, and administrative and commercial buildings.
- Preparing a complete quantity surveying of items.
- Preparing subcontractors' invoices and having them approved by the consultant and project manager.



THIS IS TO CERTIFY THAT

MINA PHILLIP BOUSHRA ASKANDER

HAS BEEN FORMALLY EVALUATED FOR DEMONSTRATED EXPERIENCE, KNOWLEDGE AND PERFORMANCE IN ACHIEVING AN ORGANIZATIONAL OBJECTIVE THROUGH DEFINING AND OVERSEEING PROJECTS AND RESOURCES AND IS HEREBY BESTOWED THE GLOBAL PROFESSIONAL CERTIFICATION

Project Management Professional (PMP)[®]

IN TESTIMONY WHEREOF, WE HAVE SUBSCRIBED OUR SIGNATURES UNDER THE SEAL OF THE INSTITUTE

A handwritten signature in black ink, reading 'Ike Nwankwo'.

Ike Nwankwo, PMP | Chair, Board of Directors



A handwritten signature in black ink, reading 'Pierre Le Manh'.

Pierre Le Manh | President & CEO

Certification Number: 4362403

Original Grant Date: 24 April 2026

Expiration Date: 24 April 2029

Citizenship: Egypt



Membership no.:1053083

عضوية رقم: 1053083

In accordance with the Regulations of Saudi Council of Engineers by Royal Decree M/36 Date 26/9/1423H and the Engineering Professions Practice Regulation by Royal Decree M/36 Date 19/4/1438 H. SCE has approved:

استناداً إلى نظام الهيئة السعودية للمهندسين الصادر بالمرسوم الملكي رقم م/٣٦ وتاريخ ٢٦/٩/١٤٢٣هـ ونظام مزاولة المهن الهندسية الصادر بالمرسوم الملكي م/٣٦ وتاريخ ١٩/٤/١٤٣٨هـ ولائحته التنفيذية فقد قررت الهيئة اعتماد:

MINA PHILLIP BOUSHRA ASKANDER

Professional Accreditation Category: Engineer

Specialization: Civil Engineering

Professional Grade: Professional

Professional Accreditation Start Date: 7/30/2024

مينا فيليب بشرى اسكندر

فئة الاعتماد المهني: مهندس

التخصص: هندسة مدنية

الدرجة المهنية: محترف

تاريخ بداية الاعتماد المهني: 7/30/2024

This Certification is valid until: 30 July 2026

هذه الشهادة صالحة إلى تاريخ: 15 صفر 1448



الأمين العام
Secretary General

مسعد بن عبدالله العتيبي



Digitally signed



المجموع الاستشارية
Consultancy Group

CERTIFICATE

SAFETY AWARD

OF APPRECIATION

THIS CERTIFICATE IS PROUDLY PRESENT TO:

ENGR. MINA PHILLIP BOUSHRA ASKANDER
(CONSTRUCTION MANAGER)

*In appreciation of contribution to HSE for sharing your experience and best practice to achieved
Zero Accident.*

Given on 30th of MAY 2025 @ Al-Othaim Circle Project in Al-Khobar

Mr. Jayson P. Mucasaet

HSE-Supervisor Consultancy Group