

Date of Birth : November 20th, 1968
Current Position : Mechanical Expert / Head of Mechanical Department
Education : B.Sc. in Mechanical Engineering, Cairo University, 1990
Memberships : Member of the Engineers Syndicate.
Languages : Arabic, English and French
Contacts : Email : hoda_lotfy@bect.net

Key Qualifications

Eng. Hada has a broad experience with more than 25 years' in mechanical engineering design systems (HVAC, Firefighting and Plumbing) covering: shop drawings, mechanical specifications, and tender documents preparation and review. Eng. Hoda is acquainted with different projects types including: residential, commercial, recreational, office buildings, workshops, etc.

Responsibilities & Achievements

- Design of central HVAC systems, Fire fighting and plumbing systems with all calculations and layout drawings & specification.
- Actively participated in the tender documents compilation/revision.
- Participate in the evaluation of bidders & technical offers.
- Actively participated in the tender documents compilation/revision.
- Participate in the evaluation of bidders & technical offers.
- Participate in the negotiation with bidders in order to reach the most suitable price.
- Technical review and approve all shopdrawings were carried out by contractors
- Technical review and approve all submittals of materials included at mechanical work
- Site supervision and quality control activities for all mechanical works (HVAC, FF, ELEVATORS)
- Supervise on contractors and review their invoices comparing with work done & contracts.
- Work inspection & prepare progress reports to clients.
- Sharing the progress meetings and preparing progress reports.

Employment Record & Projects History

From 2006 up to date : BECT – Bureau Egyptien de Conseil Techniques - Egypt

Position : Mechanical Expert / Head of Mechanical Department

Projects History :

- * **Leeds British Schools, Egypt**
Owner & Client: Leeds British Schools
- * **World Bank Group New Headquarter, Egypt**
Client: International Bank for Reconstruction & Development IBRD

- * **Alstom Transport Headquarter, Egypt**
Owner & Client: Alstom Transport
- * **Utopia Pharmaceutical Factory, Egypt**
Owner & Client: Utopia Pharmaceuticals
- * **GIG New Office Building, Egypt**
Owner & Client: Arab Misr Insurance Group
- * **Cleopatra Mall, Egypt**
Owner & Client: Eldorado Ceramic and Sanitary Ware
- * **WFP Regional Bureau Building Services Assessment, Egypt**
Owner & Client: World Food Programme (WFP)
- * **Kozzika Metro Workshop Project, Egypt**
Owner & Client: National Authority for Tunnels (NAT)
- * **Alstom Power Headquarter, Egypt**
Owner & Client: Alstom Power
- * **NAT Office Building Complex, Egypt**
Owner & Client: National Authority for Tunnels (NAT)
- * **Lycee Francais School, Egypt**
Client: French Embassy
- * **New Library and Renovation of Historical Palace, Egypt**
Owner & Client: French Institut Français d'archeologie Orientale (IFAO)
- * **Royal Norwegian Embassy Office Building, Egypt**
Owner & Client: Royal Norwegian Embassy
- * **Cosmos Village, Egypt**
Owner & Client: Ministry of Education
- * **Lazik Hospital, Egypt**
Owner & Client: Retina Consultancy Center
- * **Economic Mission Office Building, Egypt**
Owner & Client: French Embassy in Cairo
- * **Archirodon Corporate Office, Egypt**
Owner & Client: Archirodon Construction Overseas
- * **North & South Camps, Egypt**
Owner & Client: Multinational Forces & Observers
- * **Conservatoire Institute, Egypt**
Owner & Client: Ministry of Culture

- * **PGESCo Corporate & Office Building, Egypt**
Owner & Client: Power generation Engineering & Service Company(PGESCo)

From 1991- up to 2006: Egyptian Radio & Television Union (ERTU)

Position : Mechanical Engineer

Projects History :

- * **Media City in 6 October, Egypt**
Owner & Client: (ERTU)
- * **Extension of main building (ERTU), Egypt**
Owner & Client: (ERTU)
- * **Studios 1, 2, 5 & 10 at Maspiro, Egypt**
Owner & Client: (ERTU)
- * **Main chillers plant room at Maspiro, Egypt**
Owner & Client: (ERTU)
- * **Fire fighting system for Maspiro main building, Egypt**
Owner & Client: (ERTU)
- * **Replacement of Maspiro tower elevator, Egypt**
Owner & Client: (ERTU)
- * **New building for radio Television Channel No. (8), Egypt**
Owner & Client: (ERTU)
- * **Channel No.(7) building, Egypt**
Owner & Client: (ERTU)

Computer Skills

- * *Microsoft Office.*
- * *AutoCAD.*
- * *Revit.*