

SAADA KHELKHAL CHEMSEDDINE

ARCHITECT



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SUMMARY

With over 14 years of experience in architectural design and project management, I am passionate about creating innovative, sustainable, and aesthetically pleasing spaces. Having worked on large-scale projects and gained extensive knowledge of international building standards, I am seeking a challenging opportunity in a dynamic organization where I can leverage my technical expertise and creative vision to contribute to cutting-edge and environmentally conscious architectural projects in Qatar.

TECHNICAL SKILLS

Design Thinking	AutoCAD Proficiency	Sustainable Design
Project Management	Visual Design	Responsive Design
Information Architecture	Building Codes & Regulations	Client Communication

PROFESSIONAL EXPERIENCE

Technical office - CHERIFI AMMAR

mars 2023 - jan 2024

- Project Oversight – Managed the day-to-day supervision and progress tracking of the 1000 housing units project, ensuring it adhered to design specifications and timelines.
- Quality Control – Conducted regular site visits to monitor construction quality and ensure that materials and workmanship met the required standards.
- Problem Solving – Addressed and resolved any architectural, structural, or operational issues that arose during the project phase.

Turkish Company - Ozkan Construction

mars 2019 - juin 2022

- Project Planning and Coordination – Developed detailed project plans and coordinated with various teams (design, construction, and engineering) to ensure timely and efficient execution of the block construction.
- Site Supervision – Monitored the construction site daily, ensuring adherence to architectural designs, safety regulations, and quality standards.
- Resource Management – Managed resources, including materials, labor, and equipment, optimizing their use to ensure the project stayed within budget and schedule.
- Problem Solving – Addressed and resolved any architectural, structural, or operational issues that arose during the project phase.
- Design Review and Modification – Reviewed architectural designs and plans, making adjustments as needed to meet construction constraints or improve functionality.
- Progress Reporting – Prepared regular progress reports for upper management and clients, highlighting milestones, potential issues, and project status.

TECHNICAL OFFICE

mars 2013 - janv 2018

- Site Inspections and Monitoring – Conduct regular site visits to monitor progress, ensuring that construction aligns with the architectural plans and specifications.
- Problem Solving – Address and resolve any design or construction challenges that arise, collaborating with engineers and contractors to find solutions.
- Budget and Cost Control – Monitor the project's budget, tracking expenses and ensuring that costs are controlled, suggesting cost-effective alternatives where necessary.
- Collaboration with Design Team – Work closely with the design team to address any issues with design implementation and suggest improvements or adjustments if needed.
- Final Inspection and Handover – Conduct a final inspection of the completed work, ensuring that all aspects of the project meet the specifications, and coordinate the handover process to the client.
- Change Order Management – Review and process any change orders, ensuring that changes to the design are properly documented and approved by the client.

ORASCOM CONSTRUCTION COMPANY

JUIN 2009 - Sept 2012

- Quality Control and Inspections – Conducted regular inspections of civil works (concrete, steel, excavation, etc.) to ensure that they comply with the project specifications, drawings, and local regulations.
- Monitoring Construction Standards – Ensured that all construction processes were performed according to quality standards and industry best practices, addressing any deviations from the specified requirements.
- Documentation and Reporting – Prepared and maintained detailed records of quality control activities, including inspection reports, non-conformance reports (NCRs), and material test results, and reported to senior management.
- Review of Construction Drawings – Reviewed and verified that construction drawings were clear, accurate, and in compliance with quality standards before implementation on-site.
- Control of Construction Documentation – Ensured all quality-related documents (such as material certificates, test results, and inspection reports) were properly filed and maintained for audit purposes.
- Final Inspections and Handover – Performed final quality checks on completed works, ensuring that all civil works met the project requirements before the handover to the client.

TECHNICAL OFFICE

Juil 2007 - Mai 2009

- Design Development – Contributed to the creation and refinement of architectural designs, ensuring that they meet both aesthetic and functional requirements.
- Building Code Compliance – Ensured that designs adhered to local building codes, regulations, and safety standards.
- Construction Documentation – Assisted in preparing and managing construction documents, ensuring that all necessary information for contractors was provided.
- Site Analysis and Surveying – Conducted site visits to gather data, analyze conditions, and assess how the design could best integrate into the environment.

EDUCATION

- MASTER OF ARCHITECTURE AND DESIGN -2007 -

ADDITIONAL INFORMATION

- **Languages:** English, French, Arabic.
- **Certifications:** training in AutoCAD 2D, focusing on creating detailed 2D architectural and engineering drawings .