

Amin Molaei

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Construction Project Manager

- An enthusiastic and dedicated {civil engineering graduate} with over {17years} experience in the construction industry. Experience on multi-disciplinary projects including: construction of sewage and treatment plant, water channels, wheat silo, commercial and residential projects and etc. Expertise in Planning & Scheduling Management, Contract & Claim Management and site Management.

Professional Hisrory

Construction Project Manager

**(Kiandezh, Tehran, Iran)
March 2018 – Present**

Kian Dezh Co is a construction contractor focused on executive of excavation, retaining, Top-Down, concrete slab projects and renovation.(www.kiandezh.com)

Key Responsibility:

- Chairman of the board and Construction project manager.
- Conducting Financial management, budget management and reporting.
- Providing project progress and development plans to the employer.
- Managing contract, claim, and commercial aspect of the project.
- Managing and controlling project with Primavera.
- Maintaining accurate project documentation and records.
- Procuring and negotiating project resources such as labour, materials, equipments, and subcontractors.
- Supervising project teams, providing leadership, guidance, and mentorship.
- Developing a culture that supports Zero Harm management, encouraging and rewarding excellence.
- Preparation of project statements.

Key Achievements:

- Implementated 6 thousand square meters of guard structure, including excavation, stabilization, truss structure and shotcrete.
- Implemented of more than 23 thousand square meters of concrete structure such as Waffle and Intel deck concrete slab with concrete retaining wall and bored pile.
- Developed reconstruction of 2 thousand square meters land.

Technical Director

(Sabir,Yazd,Iran)
May 2018 – Sep 2018

Sabir Dam and Water Works Construction Co is general contractor in the field of constructing large structures such as dams and power plants, subway and roads, tunnels, oil and fuel storage tanks, water and wastewater structures, as well as geotechnical operations.(www.sabir.ir)

Key Responsibility:

- Collaborated closely with project team to review plans, specifications and construction documents.
- Maintained accurate and up-to-date project documentation, including daily reports, progress updates, and site records.
- Provided clear and effective communication with stakeholders, including supervisors, engineers, and subcontractors.
- Conducted project planning with MS Project and Primavera.
- Prepared project statements and defend.

Key Achievements:

- Project planning
- Site establishment
- Fixing the defects of construction plans of Sarmad steel factory in Abarkoh, Yazd, Iran.
- Implementation of the plan on the ground and start of excavation.
- Implementation of single foundations and base plate installation.

Project manager

(Mr. Basefat Residential Building, Tehran, Iran)
Dec 2012 – Dec 2016

Mr. Basefat works in the field of commercial and residential projects. I was the project manager of the construction of three commercial and residential projects in Velenjak, Tehran at the same time.

Key Responsibility:

- Developed, managing and reviewing projects strategies and comprehensive projects plans.
- Executed projects from inception to completion.
- Coordinated all projects activities, including scheduling, budgeting, quality, control, and safety.
- Ensured compliance with all relevant regulations and safety standard.
- Managed estimating and purchasing.
- Pursued municipal affairs regarding projects.
- Prepared contracting contracts.
- Supported Surveying the financial status of contractors.

Key Achievements:

- Projects delivery
- Completion of 11 thousand square meters of residential units.
- Completion of 4 thousand square meters of commercial complex.

Ray-ab Consultanting & Engineers Co(www.rayabco.com) in the project of designing and supervising the construction of sewage and treatment plant in the city of Parand.

Parsgarma Co(www.parsgarma.com) in the project of construction of Karkheh dam water channel to Azadegan plain, Khuzestan province. Construction of a water channel from Changarban dam to Sarpol Zahab in Kermanshah province.

Zagros Rahan Co in the project of construction of a water channel to collect surface water in Moalem Blv, Tehran.

Pars Bana Sadr Co in the project of construction of wheat silo in Robat Karim and Sabzevar cities.

Education & Professional Development

Bachelor of Civil Engineering, Azad University, Ghaemshahr, Iran
2007 – 2012

Associate's Degree (Technical Civil Works), Azad University, Malayer, Iran
2001 – 2004

Internal Training Courses:

- Construction Project Management
- Cost Management
- Contract Management
- Site Management
- Planning & Scheduling
- Leadership
- Invoice Processing
- Tender reviews

Software & Skills:

- AutoCad
- Primavera (P6)
- Microsoft Office (MSP, Word, Excel)
- Access

Hobbies & Interests:

- Plumbing
- Travelling
- Swimming

Referees: Available upon request