

# Tarek ELLEUCH

## **Transferable visa**

Kuwait City

[elleuch.tarek@gmail.com](mailto:elleuch.tarek@gmail.com)

+965 6696 2303

An enthusiastic and highly motivated individual who has a clear understanding of the role and responsibilities associated with being a civil engineer. Having the ability to provide support for multiple concurrent priorities, I am able to establish, maintain and develop effective working relationships with service users, operational teams, delivery partners and colleagues. I possesses a broad range of technical, personal effectiveness and leadership skills and uses rigorous logic and methods to come up with effective solutions to difficult problems.

Willing to relocate: Anywhere

## Personal Details

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**Eligible to work in Kuwait:** Yes

## Work Experience

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### **Autocad / msprojectTrainer**

Stanford British institute - Al-Jahrā'

March 2023 to Present

- Autocad professional trainer for students.
- Msproject trainer for students and professionals.

### **Head of civil engineering department**

Tunisian steel company EL FOULADH - Bizerte

February 2017 to Present

- Plan, organize, coordinate and supervise the activities of the departement.
- Decide and lead the process on complex project cases.
- Provide advice on operational for decision of Purchasing Committee.
- Provide expert internal technical inspection for the facilities.
- Lead project designs including drawings, specications and bill of quantities and bidding documents for launching of the work bids in line with company rules and procedures.
- Lead the maintenance of facilities and propose improvements required in service quality.
- Provide leadership and technical guidance to other professionals and support sta in the eld.
- Set priorities for sta concerning the departement general services of goods, services and works, from the overall department work program.
- Participate or lead negotiation and preparatory work required for the approval of contracts. Lead local and international market research, procurement of high risk, complex or large size projects.

- Prepare work programs of the team, prepare budget estimates for procurement of serviced contracts required; report on budget utilization and programme progress.

## **Construction Manager**

Engineering solution - Tasiast

June 2016 to January 2017

- Visit state and local offices to secure necessary permits.
- Overseeing the logistical requirements of a project.
- Meeting regularly with clients, third parties and other managers to report on progress.
- Interpret, and decipher all construction documents (schedules, specifications, blueprints, schematics, diagrams).
- Provides technical assistance and interpretation of drawings.
- Deciding on construction methods and equipments as required.
- Setting targets, objectives and responsibilities for all supervised staff
- Regularly reviewing timings, budget, labour, risk and project plans to ensure work stays on track.
- Setting and agreeing budgets.
- Conducting site visits to inspect work, check materials and ensure staff are following health and safety guidelines.

## **Project Engineer/ QA/QC Engineer**

Acoserv - Tataouine

December 2015 to May 2016

Oil and gas Nawara project in Tunisia

- Assist the Project/Construction Managers in reviewing the contractors specific quality plans and produce recommendations
- Ensure timely and effective resolution for QA or QC issues, in coordination with Construction Manager/ Client.
- Perform all daily inspection and test of the scope and character necessary to achieve the quality of construction required in the drawings and specifications for all works under the contract performed ON or OFF site.
- Carry out inspection and checking for all quality related procedures in the site and ensure activity at the site are as per approved method statement and inspection test plan.
- Coordinate with the contractors representative for inspection and meeting about quality problems including the closure of NonCompliance Report.
- Taking care of QA/QC documents of the entire project including certificates, calibration, test results, inspection requests, noncompliance reports and site instruction/observations, permanent materials delivered and other QA/QC documents.
- Responsible for the closure of Non-conformance, NCR and Site Instruction, SI.

## **Site Manager**

Strafib - Tunis

November 2014 to May 2015

- Liaising with clients and reporting on progress to staff and the public.
- Supervising construction workers and hiring subcontractors.
- Buying materials for each phase of the project.
- Monitoring build costs and project progress.
- Conducting quality and safety inspections
- Checking and preparing site reports, designs and drawings

- Maintaining quality control checks
- Day to day problem solving and dealing with any issues that arise
- Using specialist project management computer programmes
- Working on-site

## **PROJECT ENGINEER**

FERRETTI INTERNATIONAL LIBYA BRANCH - Brigua

April 2013 to July 2014

### **APRIL 2013 PROJECT ENGINEER**

LIFECO Libyan Norwegian Fertiliser company

Project: AMMONIA 1 and AMMONIA 2 revamping works.

Location: Marsa El Brega Libya.

- Managing projects from conception, pre-production through to completion.
- Providing technical support to the project team.
- Responsible for the completion of all documentation.
- Producing Test Plans and reports.
- Prepare contract documentation for procurement services and materials.
- Evaluating tenders and providing recommendations.
- Carrying out effective client liaison for the project.

## **CIVIL ENGINEER**

SCS MEDITERRANEE

February 2012 to February 2013

### **PROJECT MANAGER**

Responsible for coming up with creative solutions to technical problems to maintain the Company's competitive edge on bids and projects. Also in charge of liaising with other engineering disciplines on projects to ensure integrated solutions for projects meet objectives.

- •Commissioning work from both in house personnel and external contractors.
- •Participating in project engineering reviews, studies and site investigations.
- •Having contractual and commercial input to the civil engineer aspects of projects.
- •Ensuring that all design work that is produced on a project is of a sufficient quality to avoid any errors or rework.
- •Working closely with all levels of management, engineers and field operations staff.
- •Setting up project procedures and relevant quality forms.
- •Preparing progress reports.
- •Using design packages including AUTOCAD, RSA ROBOT

### **STRUCTURAL**

- PROJECTS and CLIENT:
- 18 PILES AT THE CIMENT FACTORY OF JEBEL OUST: FL SMITH
- 40 PILES FOR THE CONSTRUCTION OF GREEN CITY BUILDING SOUSSE: GREEN CITY IMMOBILIERE
- DIAPHRAGM WALL FOR THR PROJCT RFR IN TUNIS: TECNIS sarl
- 52 PILES FOR THE CONSTRUCTION OF A BRIDGE IN MEZZOUNA:

## **JUNIOR ENGINEER**

SOCOBAT

October 2010 to February 2012

Technical and quality assistant Responsible of the drawings, and cost preparation for the projects, subcontractor supervision and billing.

- Insuring that the quality system is respected by all the personal and elaboration of processes and procedures for the technical and provision departments.
- Legal and normative foresight for the technical department.

## Education

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### **Engineering in civil**

National Engineering School of Gabes TUNISIA

2010

## Skills

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- Microsoft Office (10+ years)
- Autocad (10+ years)
- Construction (10+ years)
- Project management (10+ years)
- Piping (5 years)
- Piling (2 years)
- Safety (10+ years)
- Msproject (10+ years)
- Primavera (4 years)

## Languages

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- English - Fluent
- French - Fluent
- Arabic - Fluent

## Additional Information

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Skills ENGINEERING Professional Personal  
Site supervision Customer focused Problem solving  
Waste infrastructure Financial Professional manner  
Structural engineering management Safety conscious  
Carrying out site People management Can handle stress  
audits Quality assurance Always pro-active  
Estimating techniques Conducting research Attention to detail

Architectural design Risk assessments Logical thinker  
Engineering concepts HSE reviews Communication skills  
Planning regulations

Computer Skills High IT skills with the ability to use soft applications in particular  
database management systems,  
fully familiar with Microsoft and Linux operating systems