

KSPF Personnel Data Form



NO NEED FOR A PICTURE.

WHY ARE THERE LOGOS ON THE TOP OF YOUR RESUME?

YOUR NAME SHOULD BE ON THE TOP AND STAND OUT.

Personnel Data Section		
1	Name	Abdulrahman Fahad Saaty
2	Job Title	Civil Engineer
3	Position Requirements	
4	Reports to	Mustafa Thabet
5	Years of Experience	2 years
6	Nationality	Saudi National

THIS SHOULD BE UNDER EXPERIENCE HEADING.

Personnel Qualification				
7	Academic Qualification			
	College/Vocational Qualification	Year Obtained	Name of Institution	Country
	Bachelor of Science in Civil Engineering program	2021	California State University, Fullerton	United States
8	Key Experience Relevant to the Project			
	I worked closely with the infrastructure of two districts in Jeddah for the JSWD project that consists mostly of concrete casting, document controlling, supervised site visits, compaction of soil layers, and the finishings of both material inspection requests for the manholes, different types of pipelines, and catch basins, and work inspection requests for FDTs of soil layers.			
9	Professional Registration / Affiliations			
	Name of Organization			Registration No
	American Society of Civil Engineers – Resident Engineer			12307810
	American Safety & Health Institute – Medic First Aid Basic Plus CPR, AED			2068333
	Saudi Council of Engineers – Certified Associate Engineer			785377

SHOULD BE UNDER LICENSES AND CERTIFICATIONS HEADING

REMOVE THE TABLE AND FORMAT THIS LIKE A "TYPICAL" RESUME.

NOT SURE IF THIS IS PERTINANT.

I DON'T THINK THIS IS NECESSARY.

ADD A "**PROGRAMS**" TO HIGHLIGHT THE SKILLS YOU HAVE.
(LIKE EXCEL, AUTOCAD, RAM...)
THESE ARE THE SELLING POINT OF YOUR RESUME!

KEEP YOU RESUME UNDER 1 PAGE

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IF YOU LISTED IT MORE TRADITIONALLY YOU COULD FORMAT IT A BIT BETTER AND SAVE SPACE.

Personnel Experience

Period (month/year)		Designation Position	Employer's Name and Location	Project Name and Description
From	To			
August 2022	Present	Graduate Engineer – Civil	WSP RUH, KSA	<ul style="list-style-type: none"> King Salman Park – Civil Site

Duties and responsibilities

- Carrying out inspections and finishings of MIRs, IREs, and FDTs.
- Monitoring daily reports and checking work activities within the project.
- Checking Shop Drawings, Method Statements and ITPs.
- Working alongside the contractor for any troubleshoot problems that may affect daily construction activity.

BE A BIT MORE SPECIFIC WITH THE DETAILS. HOW MANY PROJECT? HOW LARGE?

Period (month/year)		Designation Position	Employer's Name and Location	Project Name and Description
From	To			
December 2021	August 2022	Assistant Engineer	WSP – Louis Berger. JED, KSA	<ul style="list-style-type: none"> Jeddah Storm Water Drainage

Duties and responsibilities

- Assisted, investigated and supervised contractors' work throughout the project stages.
- Conducted civil site visits regularly for the MIRs, WIRs, and ITPs of the project.
- Monitored the infrastructure and pipe installations of each line within the project.
- Watched closely the build of a water pump station from an early stage.

IS WATCHING A SKILL OR RESPONSIBILITY? THIS IS YOUR CHANCE TO SHOW OFF YOUR SKILL.

Period (month/year)		Designation Position	Employer's Name and Location	Project Name and Description
From	To			
June 2021	September 2021	Analysis Intern	Strategic Gears. RUH, KSA	<ul style="list-style-type: none"> LCGPA – Event Planning & Mgmt.

Duties and responsibilities

- Learned how to talk to clients and helped with the showcase of projects.
- With team members, I was able to provide multidisciplinary services for both the private and public sectors.
- Worked on project proposals with team members and won all of them.
- Worked on a project to boost the financial growth and stability for a client's company.

WON WHAT? BE SPECIFIC.

Period (month/year)		Designation Position	Employer's Name and Location	Project Name and Description
From	To			
January 2019	December 2019	Instructional Student Assistant	CSUF Department of Civil & Envir. Eng. Fullerton, CA, U. S	<ul style="list-style-type: none"> Residential Construction Project Commercial Structure Project Landscape Construction Project

Duties and responsibilities

- Led a group of five to design the concrete framing of an office building by utilizing Excel, Bluebeam, RAM, and AutoCAD 3D.
- Graded homework, quizzes and held individual group study sessions prior to exams for the Structural Analysis Course.