MAHMOUD MOHAMED NAGIB MUSTAFA

Cost Control Engineer | Contract Administration & Claims

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Conakry, Guinea | Egyptian National — Open to International Assignments

PROFESSIONAL SUMMARY

Cost Control Engineer with 7+ years of experience delivering budget control, cost reporting, and commercial support across commercial, government, rail, and steel-structure projects. Skilled in variance analysis, cost-to-complete forecasting, interim payment certification, variation order evaluation, and subcontractor payment review, backed by formal training in contract administration and claims (CLAC 30 & CLAC 40). CCP Candidate with AACE International (exam scheduled October 2026). Works closely with project management, procurement, technical office, and site teams to protect project budgets and keep cost data accurate and decision-ready.

CORE COMPETENCIES

- **Cost Control & Budgeting:** Budget Monitoring, Cost Reporting, Variance Analysis, Cost-to-Complete Forecasting, Cost Forecasting, Procurement Commitment Tracking, Subcontractor Cost Control
- **Contract Administration & Claims:** Variation Order Evaluation, Change Request Analysis, Claims Review, Interim Payment Certification (IPC), BOQ Review, Contract Documentation Control
- **Planning & Reporting:** Primavera P6 Scheduling, Progress & Quantity Measurement, Schedule Variance Reporting, Quantity Take-Off, Cost Performance Reporting
- **Project Sectors:** Commercial & Retail, Government & Administrative Buildings, Rail & Transit Infrastructure, Steel Structures & High-Rise, Hospitality
- **Software & Tools:** Primavera P6, AutoCAD, Autodesk Structural Detailing (ASD), Civil 3D, Microsoft Excel (Advanced), Power BI, Microsoft Office

PROFESSIONAL EXPERIENCE

Cost Control Engineer

Jan 2025 – Present

ACC | Conakry, Guinea | Project(s): Cite Administrative KOLOMA (CAK)

- Monitor project costs against approved budgets and forecasts, identifying variances and supporting corrective actions with project management.
- Prepare periodic cost reports, commercial analyses, and cost-to-complete inputs to inform management decision-making.
- Track executed quantities, procurement commitments, and subcontractor costs to keep site progress aligned with budget control.
- Review BOQ quantities, measurements, and supporting documents to validate cost records and payment data.
- Support interim payment certificate (IPC) preparation by verifying executed quantities, backup documentation, and valuation consistency.
- Evaluate variation orders and change requests from a cost-control perspective, including quantity take-off, pricing support, and cost impact analysis, applying contract administration and claims training (CLAC 30/40).
- Review subcontractor payment applications, claims, and back-charges to confirm accurate valuation and reduce cost exposure.
- Coordinate with project management, procurement, technical office, and site teams to ensure cost data accuracy, documentation control, and timely reporting.

Technical Office Engineer / Cost Control Support

Aug 2024 – Dec 2024

Egy Smart for Modern Engineering | Egypt | Project(s): Park Street Mall

- Performed quantity take-offs and detailed quantification from drawings and specifications to support BOQ preparation, cost estimation, and budget tracking.
- Prepared quantity tracking sheets and cost reports comparing planned quantities against executed work progress.
- Supported cost monitoring by maintaining measurement records, progress quantities, and technical documentation used in commercial reporting.
- Prepared and reviewed shop drawings with site engineers to ensure compliance with design specifications and contract requirements.
- Developed as-built drawings for project documentation and client submission, supporting accurate close-out valuation.

- Coordinated with site teams and project engineers to resolve technical issues affecting cost and schedule.

Technical Office Engineer Oct 2023 – Jul 2024

Building Power for Contracting | Egypt | Project(s): Qalyubia Police Station; Al-Shuhadaa and Al-Zaitoon Railway Stations

- Prepared quantity take-offs and material quantification from construction drawings to support BOQ preparation and project cost estimation.
- Developed and coordinated shop drawings to ensure constructability and alignment with design and contract specifications.
- Produced as-built documentation for completed works, final project records, and client approvals.
- Supported progress and cost tracking through quantity reports and coordination with site teams.
- Coordinated with site engineers and project management teams to resolve technical and drawing-related issues affecting cost and schedule.

Planning Engineer Jun 2023 – Sep 2023

Alex Steel Co. | Egypt | Project(s): Antoniadis Garden – Restaurant Roof

- Developed and updated project schedules using Primavera P6, monitored progress against baseline plans, and identified schedule variances with cost implications.
- Prepared weekly and monthly progress reports to support schedule and cost performance analysis.
- Coordinated with site engineers and project teams to collect progress data and update construction activities within the project schedule.

Executive and Quality Control Steel Structure Engineer Apr 2021 – May 2023

Alex Steel Co. | Egypt | Project(s): LRT Steel Bridges; Thunderbolt Tower (25m); CBD Podium and Roof Canopies

- Coordinated steel-structure fabrication and erection activities, including lifting plans, site execution, and technical coordination.
- Managed project documentation, invoicing support, and technical submittals for steel-structure packages, building early exposure to commercial and contract documentation control.
- Performed quality control inspections to verify compliance with project specifications, approved drawings, and execution requirements, reducing rework and associated cost risk.

CERTIFICATIONS & PROFESSIONAL DEVELOPMENT

- **CCP Candidate (Certified Cost Professional) — AACE International** — Exam Scheduled October 2026
- Construction Law and Contract Administration – CLAC 30
- Construction Law and Contract Administration – CLAC 40 (Claims Case Studies)
- Cost Control Workshop – Level 1 & Level 2 (HA Management)
- Cost Estimation Workshop – Level 1 & Level 2 (HA Management)
- Understanding and Implementation of Cost Management Systems (Dr. Wael Afify)

EDUCATION

- **Bachelor of Science in Civil Engineering —** Alexandria University, Egypt (2014 – 2019)
- Graduation Grade: Very Good | Graduation Project: Project Management — Excellent

LANGUAGES

- Arabic: Native | French: Fluent (spoken and written) | English: Proficient (spoken and written)