

Rima Barzak

588 Via Campanile
Woodbridge, ON Canada L4H 0X2

+1 (647) 886-9949
Reema.barzak@gmail.com

CAREER EXPERIENCE

2015 – 2019 DMG for Real Estate Development Egypt

2015 – 2019 Development Commercial Manager

- Partnered with management team in developing new residential and commercial projects, setting projects budget, directing on cost management procedures and exit scenarios for finalized projects
- Lead the application and implementation of ERP system and budget cost centres with finance department under the direction of CFO for group projects
- Managed budgeting process, annual operating plans and quarterly reviews
- Prepared estimate reports and cost plans based on ICMs and NRM standards
- Lead negotiation of consultancy services agreements and construction contracts
- Approved structured personal development plans of junior to mid-level team members
- Supported finance team in feasibility studies and comparing alternative scenarios

2010 – 2015 Gleeds Construction Consultants Egypt/ Dubai/London

2012 – 2015 Executive Quantity Surveyor

2010 – 2012 Senior Quantity Surveyor

Lead quantity surveying teams in managing a portfolio of consultancy services ranging from pre-contract to post contract surveying duties for major developments as follows:

Marassi project North Coast Egypt, Emaar Misr, UAE Developer (CAD \$2.4 billion)

- Negotiated, prepared and finalized cost-plus section final accounts with contractors
- Monitored budget/cost variance in project monthly financial reports for pre-contract and post contract packages
- Advised clients on procurement strategies, pre-tender estimates and tender evaluation criteria

Cairo Festival City, Al Futtaim Group UAE Developer (CAD \$2.3 billion)

- Managed recommendations for interim payments across residential, commercial, hospitality, infrastructure and site wide landscape in collaboration with project engineer
- Advised on funding requirement status under UK ECGD loan agreements
- Valued variation orders and engineer instructed provisional sums
- Agreed schedule of rates with managing contractors (Mivan & Al Futtaim-Carillion joint venture)
- Prepared project risk register and advised potential risk costs
- Advised on client recoverable costs and estimated acceleration costs

Hospitality EGOTH–Cairo Marriot Hotel Refurbishment (CAD \$50 million)

- Estimated renovation budget and potential profit risk for delayed project operation
- Preparation of banquet kitchen including equipment Bills of Quantities BoQs issued for tender
- Prepared and issued interim payments valuations

Rima Barzak

588 Via Campanile
Woodbridge, ON Canada L4H 0X2

+1 (647) 886-9949
Reema.barzak@gmail.com

2007 – 2010	D.G. Jones & Partners (Egypt) Ltd	Egypt/Middle East
--------------------	--	--------------------------

2007 – 2010 **Senior Quantity Surveyor**

- Provided pre-contract services and submitted cost estimate reports aligned with project design stages as per RIBA plan of work for City Stars Sharm El Sheikh Project (CAD \$4.4 billion)
- Measured quantities and performed take off checks according to POMI Principal of Measurement international of construction works
- Prepared bills of quantities according to Uni-format & Master format
- Estimated elements of budget cost according to BCIS standard form cost analysis

2000 – 2007	Interconsult Architecture Consultants	Egypt
--------------------	--	--------------

2000– 2007 **Architectural Engineer**

- Drafted working drawings for hospitals owned by Egypt Ministry of Health
- Architectural and landscape design management (RIBA plan of work and AIA design phases)
- Coordinated and reviewed architectural, structural and MEP drawings
- Prepared development design brief and presentations

OTHER WORK ACTIVITIES

Gleeds Employees Training & Development Plan

Provided technical and soft skills training for 15+ employees at the firm's branch in Egypt

Gleeds recruitment program leader

Led the firm's recruitment effort in The American University in Cairo, promoting the quantity surveying profession on-campus in employment events, and developed an approach with university administration to reach target student segments

SPECIAL ACHIEVEMENTS, AWARDS & RECOGNITION

- PQS Professional Quantity Surveyor CIQS (July 2015)
- MRICS Chartered Quantity Surveyor RICS (June 2013)
- AACE International Member Certified Cost Engineer (July 2011 to date)

EDUCATION

Masters of Commercial Management

Concentrations: Quantity Surveying

Heriot Watt University

June 2017, Edinburgh, Scotland

Project Management Diploma

The American University in Cairo

June 2001, Egypt

Bachelor of Science

Architecture

Helwan University

November 1999

Business Administration Diploma

Business International Business

Seneca College Newham Campus

September 2018 to date

OTHER INFORMATION

- Good understanding of procurement strategies; Traditional, Management, Design and Build
- Familiar with different types of contract forms FIDIC, NEC and JCT
- Fluent in English and Arabic, fair French