



# Armin Akbari Aghdam

See my portfolio @ [arminaa.com](http://arminaa.com)

## Site Supervisor, Project Coordinator

### Profile

With a 'just do it' attitude, I welcome challenges across the board and looking forward to new and exciting endeavors. Trained as a Civil Engineer I learned to analyze and solve problems, employing the most innovative solutions throughout my career. I have extensive experience in site management and coordination of teams and I believe I can bring much value to construction sites of any size. My passion for the work I do often result in overtime and long days.

### Professional Experience

- Oct 2015 - **Site supervisor, Project Coordinator**  
*Arco Turnkey Solutions Contracting LLC | Dubai, U.A.E.*
  - Site & plans inspection, coordination of manpower and material deliveries.
  - Cost survey & quality control of the daily work and its correspondence with the plans.
  - Estimation and ordering materials for the project on daily or weekly bases.
  - Contact with suppliers to ensure the supply chain punctuality.
  - Organization and coordination of different teams and subcontractors.
  - Maintaining relationships with clients, continuous progress reports, on-site demonstrations & accommodation of requests for changes by clients.
  - Research for planning permissions and coordination with authorities (such as police and mall security) during the construction period.
  - Training of new employees on par with company quality requirements.



### Business Skills

- ✓ Crisis & time management
- ✓ Team management
- ✓ Negotiation strategy
- ✓ Quantitative analysis
- ✓ Problem-solving

### Education

- 2014-2015 **MEng of Civil Engineering**  
*Islamic Azad University, Urmia, Iran*  
 Only Year one completed.
- 2010-2014 **BEng, Civil Engineering**  
*Islamic Azad University, Tabriz, Iran*  
 Bachelor of Engineering, Civil engineering
- 2002-2008 **High School**  
*Towheed Iranian School, Dubai, UAE*
- 1998-2002 **Secondary Education**  
*Iran Islam Cumhuriyeti Okulu, Istanbul, Turkey*

### References

- Mohammad Ashrafnia, HR Manager  
 [mohammad@arcogroup.org](mailto:mohammad@arcogroup.org)
- Sahar Soleymani, Chief Engineer, Arco  
 [sahar@arcogroup.org](mailto:sahar@arcogroup.org)

### Computer Skills

- Softwares
  -  Linux
  -  OSX
  -  Office Suite
  -  Matlab

### Contact

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### Languages

- Turkish 
- English 
- Azeri 
- Persian 
- Urdu 