



Abdelrahman Nagy

Landscape Manager

I'm an Egyptian agronomist graduated from Alexandria University faculty of Agriculture department of plant pathology in 2006.

My latest position was a Landscape Manager in Velaa Private Island, Maldives.

Experienced landscaper in maintenance and construction with almost 15 years of experience in construction and hospitality industry in Egypt, Saudi Arabia, Oman and Maldives.

I'm able effectively to make a very good professional relationship with my team, contractors, subcontractors, consultants and clients in the projects I'm handling for my company.

I can follow up with them for all the stages of landscaping projects up to the completion, starting from the MASs, working schedules, reports and also procurement as per specifications.

A good knowledge of irrigation systems design, installation and maintenance.

And of course a good knowledge of ornamental plants, plant pathology and fertilization.

I'm dealing good and daily with computer related systems like Microsoft Office programs and AutoCAD.

I'm ambitious, enthusiast, hard worker, self-motivated with excellent organizational skills.

Contact Information:

Address:

Apartment No.1001, 10th floor,
building No.3, El Bostan
Buildings, El Nasr St., Smouha,
Alexandria, Egypt.

Mobile Number:

+201208479990 / +96896431890

Email:

abdalrhmannagy@gmail.com

LinkedIn:

<https://www.linkedin.com/in/abdalrhman-nagy-39513096>

Skype:

live:3b2e4f3b14663cd8



EXPERIENCE

LANDSCAPE MANAGER, VELAA PRIVATE ISLAND.

Noonu Atoll, Maldives — 2/2020 –8/2020.

Responsibilities:

- Responsible of all landscaping areas, jungle areas, roads & beach condition in coordination with the engineering department, ornamental plants nursery production, orchid nursery production, compost production area and pest control subcontractor.
- Adhering Standard Operating Procedure (SOP) and updating it if needed, ensure that it meets and completes the rest of the organization SOP and maintaining guests complete satisfaction.
- Managing and scheduling labor, equipment and material to accomplish production schedules within established budgets, and maintaining strict adherence to established schedules and budgets.
- Providing most recent plans and/or documents to field staff at the beginning of the day and provide instruction to ensure Crew Leader and crew are prepared to complete the job.
- Daily checking the roads and beach condition make sure the erosion levels are normal, roads and beach are tide and clean and adhere the daily levelling of the sandy areas as per standerds.
- Managing the nuresy teams both for regular ornamental plants and Orchids nursery, making monthly production lists following daily operation reports making sure the nursery in a good condition.
- Managing the compost area preparing production schedule, following daily operation reports and machinery reports to make sure the production procedure is happening as per the plan and to cover all the resort organic fertilizers needs.
- Managing the pest contol team, following spraying schedules, action plans, material lists and making sure they follow the resort SOP.
- Ensure all work is completed in adherence to safety policies and guidelines. Conducting weekly safety training and safety inspections on job-sites.
- Investigating any accident or safety violation, preparing appropriate reports, takes action steps to correct and prevent future occurrences. Defining and implementing solutions to reoccurring accidents or most common hazards.
- Maintaining monthly proper inventory for daily operations, pest contol and nursery of materials, equipment and other supplies are on hand to complete production activities.
- Order materials, equipment, plants and supplies as needed within purchasing limits.
- Supervising employees, keeping attendance records, enforcing proper uniform and safety equipment use, and approving time cards.

- Overall human resource management of field staff within division. Includes hiring, firing, training, coaching, mentoring and developing staff to reach potential and established goals for the individual and division, Identifying and develop Crew Leaders.
- Maintaining sufficient staff to accomplish production schedules and analyzing future needs, forecasting staff and material needs to complete future jobs.
- Conducting timely performance reviews of direct reports and take corrective actions when appropriate.
- Coordinate the use of labor, equipment, materials and other resources with other divisions if needed.
- Responding to guests complaints ensuring proper handling to achieve excellent guest satisfaction.
- Maintaining costs within all assigned budgets.
- Monitoring job costs weekly and immediately reports to Diretor of Operations & General Manager any jobs deviating from budgets of time, schedule, cost or any other factor so appropriates adjustments can be made to maximize end result.
- Maintaining a high level of good housekeeping and care of company assets in the field, vehicles, offices, stores and working site.
- Preparing Capital Expenditure CAPEX & Operational Expenditure OPEX for the current year and next year in coordination with the finance department and submit them to the General Manager for review and approval.

PROJECT MANAGER, BAIT AL OSOOL REAL ESTATE LLC (BOS), A MEMBER OF MJS GROUP

MUSCAT, SULTANATE OF OMAN — 5/2016 – 2/2020.

Responsibilities:

- Planning, scheduling, and implementing the tasks of multiple field crews for landscape construction projects, in compliance with contract specifications, budgets, and client expectations.
- Conducting pre-construction meetings with property owner, production manager, field staff and subcontractors.
- Ensure meeting the client and design expectations and informing Field Supervisors about the project requirements as well as oversee field operations in conjunction with Field Supervisor.
- Communicating progress on landscape projects to company management, sales, design, and field staff.
- Keeping staff appraised of invoicing schedule for landscape projects and manage billing to reflect actual job progress and monitoring collections.
- Ensure that all ancillary works are documented, approved by project owner, and billed accordingly.
- Analyzing designs and complete take-offs for estimating purposes, contacting subcontractors and suppliers to

obtain quotes for inclusion in estimates.

- Coordinating and tracking subcontractor work. Effectively and expeditiously process change orders.
- Creating and maintaining job files and up to date bid board.
- Coordinating scheduling of materials and labor.
- Complying with all company policies/procedures and safety requirements.
- Building a customer base with new, existing and expected clients, identifying prospective customers and serving as the initial contact to determine viability and desirability of a targeted account.
- Presenting proposals to customers and negotiating customer contract in conjunction with operations staff.
- Actively educating and selling other company services to customers and build relationships that will foster referrals.
- Participating in property walk-through, noting needs and communicating relevant services and prices, preparing estimates, proposals, and presentations.
- Assisting in developing and implementing marketing strategies aimed at attracting projects that the Company likes to do, Assisting in writing and editing communication pieces.
- Fostering strong relationships with new and existing clients, responding to client concerns timely.

- Maintaining and improving relationships with contractors, landscape architects and other prominent figures.
- Serving as the customer liaison and advocate between managers and field team members.
- Conducting final walkthrough with client to ensure customer satisfaction.
- Following up with clients after job is completed. Monitor call backs, warranty work and handing over

Accomplishments:

- Project Name: SBJ-Staff Accommodation, Client: Ghantoot Transport & Gen. Con. LLC, Location: Muscat Bay, Muscat, Sultanate of Oman.
- Project Name: SBJ-Zone 5 (Villas Compound), Client : Tawell Constructions. Location : Muscat Bay, Muscat, Sultanate of Oman.
- Project Name: Football Stadium, Client: Ministry of Sports, Location: Ibri, Sultanate of Oman

LANDSCAPE MANAGER, MOKA GROUP CO. FOR AGRICULTURAL PRODUCTION

Alexandria, Egypt & Saudi Arabia — 6/2012-4/2016

Responsibilities:

- Managing and scheduling labor, equipment and material to accomplish production schedules within established budgets, and maintaining strict adherence to established schedules and budgets.

- Adhering contract specifications and ensure that they are met and maintaining customers complete satisfaction.
- Providing most recent plans and/or documents to field staff at the beginning of the day and provide instruction to ensure Crew Leader and crew are prepared to complete the job.
- Ensure all work is completed in adherence to safety policies and guidelines. Conducting weekly safety training and safety inspections on job-sites.
- Investigating any accident or safety violation, preparing appropriate reports, takes action steps to correct and prevent future occurrences. Defining and implementing solutions to reoccurring accidents or most common hazards.
- Maintaining proper inventory of materials, equipment and other supplies are on hand to complete production activities.
- Order materials, equipment and supplies as needed within purchasing limits.
- Supervising employees, keeping attendance records, enforcing proper uniform and safety equipment use, and approving time cards.
- Overall human resource management of field staff within division. Includes hiring, firing, training, coaching, mentoring and developing staff to reach potential and established goals for the individual and division, Identifying and develop Crew Leaders.
- Maintaining sufficient staff to accomplish production schedules and analyzing future needs, forecasting staff and material needs to complete future jobs.
- Conducting timely performance reviews of direct reports and take corrective actions when appropriate.
- Coordinate the use of labor, equipment, materials and other resources with other divisions as needed.
- Obtaining utility locates on needed properties 48 hours prior to beginning a work, Update as needed.
- Visiting job sites on a regular basis, observing organization of work, identifying and resolving training issues, and taking necessary actions to ensure quality.
- Responding to customer complaints ensuring proper handling to achieve excellent customer satisfaction.
- Maintaining day-to-day working knowledge of all contracts in progress, including field completion status, billings to-date and progress payments.
- Maintaining costs within all assigned budgets.
- Monitoring job costs weekly and immediately reports to CEO any jobs deviating from budgets of time, schedule, cost or any other factor so appropriates adjustments can be made to maximize end result.
- Making recommendations regarding qualifying or disqualifying warranty work, Coordinates completion of warranty work per contract and/or instructions on the CEO.
- Maintaining a high level of good housekeeping and care of company assets in the field, vehicles, field offices and

customer work-sites.

- Responsible of all preparation processes of ornamental plant exportation (trimming, packing, fungal and insects cleansing, helping for issuing Origin Certificates / Phytocinaty Certificates, logistics and transportation to & from the ports.

Accomplishments:

- Project Name: Rosana Resort, Client: Omran Gen. Con. LLC., Location: North Cost, Alexandria, Egypt.
- Project Name : Alex West (Villas Compound), Clint : Alex West LLC., Location : Alexandria, Egypt.
- Project Name: Lagoon Resort, Client: Lagoon Investments & Trade, Location: Alexandria, Egypt.
- Project Name: Smart Village (Maintenance & Construction), Client: Ministry of Investments, Location: Cairo, Egypt.
- Various projects in Saudi Arabia for residential and commercial facilities.

MANAGER – COMPAN’S FARMS AND NURSERIES, FALCON Co. FOR IMPORT AND EXPORT.

Alexandria, Egypt — 10/2009-5/2012

Responsibilities:

- Overseeing the wholesale business operations, to hit targets and the Key Performance Indicators set to achieve the business growth and success required.
- Managing the business effectively and efficiently to maintain profitability.
- Reviewing the operations procedures, implementing innovative ideas and ensure the strategic business plans are met.
- Ensure excellent customer care with other members of staff and the public.
- Responsible of all preparation processes of ornamental plant exportation (trimming, packing, fungal and insects cleansing, helping for issuing Origin Certificates / Phytocinaty Certificates, logistics and transportation to & from the ports).
- Adhering to current Health and Safety legislation and best practice in accordance with the Society’s Health and Safety Policy Statement.
- Calculating and apply pesticides, herbicides and fertilizers and supervise the application schedules.
- Training new hires during 90 day probationary period and estimating their performance on monthly biases.
- Maintaining Glasshouse environments, including daily maintaining checks on all relevant machinery and carrying out any training required.
- Preparing daily, monthly and annual production / maintenance schedules.

ASSISTANT MANAGER, EL WAHA EL KHADRA CO. FOR PLANTS PRODUCTION AND, LANDSCAPING.

Alexandria, Egypt — 9/2007-10/2009

Responsibilities:

- Overseeing the wholesale business operations, to hit targets and the Key Performance Indicators set to achieve the business growth and success required.
- Managing the business effectively and efficiently to maintain profitability.
- Reviewing the operations procedures, implementing innovative ideas and ensure the strategic business plans are met.
- Ensure excellent customer care with other members of staff and the public.
- Adhering to current Health and Safety legislation and best practice in accordance with the Society's Health and Safety Policy Statement.
- Calculating and apply pesticides, herbicides and fertilizers and supervise the application schedules.
- Training new hires during 90 day probationary period and estimating their performance on monthly bases.
- Maintaining Glasshouse environments, including daily maintaining checks on all relevant machinery and carrying out any training required.
- Preparing daily, monthly and annual production / maintenance schedules.

AGRONOMIST SUPERVISOR, FINAL TOUCH CO. FOR LANDSCAPING AND GARDENS MAINTENANCE.

Alexandria, Egypt — 6/2006-9/2007

Responsibilities:

- Supervising the Grounds department and ensure all standards are followed.
- Maintaining the overall upkeep and presentation of the property; with attention to the plant health of all flowers, lawns and trees.
- Coordinating with Landscaping Manager in regards to daily operations.
- Communicating daily and monthly line-ups and conduct line-ups in Managers absence.
- Performing all assigned tasks in regards to required section tending responsibilities including, but not limited to, installation of plant material, care of flowers and bedding plants, trimming and pruning of shrubs and trees and the operation and preventive maintenance of small and large equipment, i.e. tractors, backhoes, lifts, vehicles, forklifts', sweepers, string trimmers, blowers, hedge trimmers, edger's,

mowers, chain saws, sod cutters, thatch machines and other types of equipment used in the scope of landscaping.

- Installation and performance of irrigation operation and repair i.e. drip systems, PVC repair and sprinkler replacement, timer controller operation and programming.
- Calculating and applying pesticides, herbicides and fertilizers and supervising the application of such by landscape colleagues.
- Assisting and providing input on annual performance evaluations.
- Following all HSE policies.
- Scheduling and planning daily landscaping activities.
- Field coordination and following-up on Landscape tasks and responsibilities.
- Training new hires during 90 day probationary period.
- Coaching and counseling staff when needed, taking disciplinary action when required.



EDUCATION

B. SC. OF AGRICULTURAL SCIENCE

faculty of Agriculture – Alexandria University, Egypt — 2002-2006

Major Specialization: Plant Pathology.



SKILLES

Computer Skills:

- Microsoft Office (Word - Excel - Access - power point).
- Auto CAD.

Personal Skills:

- Ambitious, enthusiast and hard worker able to find and sort out problems that comes-out.
- Organizational and planning skills, ability to multi-task.
- Energetic, self-starter – ability to work independently.
- Integrity, initiative and adaptability.

- High stress tolerance and ability to make difficult decisions.
- Strong interpersonal skills and customer focus.
- Strong leadership competencies.
- Ability to lead project planning.
- Strong business development capabilities.
- Excellent computer skills
- Excellent research and editing skills.

Language Skills:

- Arabic (Mother Language).
- English (Fluently).