# BINU


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# ~ Project Management Professional ~

## ~ Project Management ~ Site Management ~

**PROFILE SUMMARY**

* Result-oriented Professional with **nearly 13 years** of experience in:

~ Project Management

~ Site Management

~ Stakeholder Management

~ Material Management

~ Liaison & Coordination

~ Documentation

~ Production Management

~ Design Engineering

~ Team Management

* Distinction of coordinating among Site, Office, Clients and Consultants for smooth execution of the project as well as resolving

Problems in site execution such as material supply, drawing queries, payments, etc

* **Creative and Multi-disciplinary Executive** renowned for **swiftly completing up projects** with competent cross-functional skills

And ensuring on time deliverables within pre-set cost parameters

* **Astute manager** with a flair for adopting modern project execution methodologies, systems and procedures in compliance with quality standards
* Expertise in managing relationship with project stakeholders, keeping stakeholders informed of progress and issues in order to

Manage expectations on all project requirements and deliverables

* An **effective communicator & negotiator** with strong analytical, problem solving and organizational skills


##  CORE COMPETENCIES

* Developing project baselines while monitoring and controlling projects with respect to cost, resource deployment, time over- runs and quality compliance to ensure its satisfactory execution
* Obtaining Completion Certificate from clients & concerned authorities
* Analyzing project requirements and reviewing all the project proposals wherein mapping requirements of manpower/ materials resources in which ensuring cost effective execution as per schedule
* Ensuring effective site management and discipline to ensure safety/ hygiene & timely execution of projects in accordance with

Standards pertaining to machinery & equipment

* Generating periodic status & cost reports for apprising management of project progress
* Interacting with Vendors for achieving cost effective purchase of equipment, accessories, material with timely delivery so as to minimize project cost
* Preparing master schedules for all projects including resource schedules, execution methodologies, milestones, cash flow

Projections and budgets

##  WORK EXPERIENCE

**Oct ’15 till date with Makstylo Interiors,Dubai UAE**

**Project Engineer**

**Responsibilities:**

1) Lead person in Project Management of Office Interior Fit out projects

 2) Assisted in project progress to Project manager

 Client /Consultant involved on a weekly basis

 3) Man power Management in house and Subcontractor

 Leasing

 4) Coordinated with Sales, Purchase, Stores, Design & Estimation and also Suppliers

 5) Authority Inspections and related procedures

 6)Works carried out during the period includes Partition works, Ceilings, Glazing, Coordinated with Joinery, MEP works & Wall - Floor finishes

 7) Ensured timely delivery of the project to the client and obtaining Completion certificates

**Nov’12 to Aug’14 with Eve Design & Interiors LLC, Dubai Project/ Site Engineer**

**Responsibilities:**

 1) Functioned as lead person in Site Execution works

2) Collaborated with Sales and Sub contractors if any

3) Involved in attending Site meetings with Client & Consultants

4) Assisted in updating project progress to Project Manager and Client

5) Ensured timely handing over of the project to the Client and obtaining Completion Certificate.

6) Carried out Gypsum Partition works, Glass partition works, Ceiling works (Plain Gypsum and 60x60Ceiling), Painting works, Wall covering works, coordinated with Joinery, Flooring works and MEP contractors for the Project

## Nov’06 to May’12 with Al Reyami Group, Karama Dubai UAE Site Supervisor/ Site Engineer

**Responsibilities:**

1) Supervised the team in Site execution works

2) Liaised with Sales team

3) Involved in attending site meetings with client, consultants and sub contractors if any

4) Ensured effective updating of the progress of work to the Project Manager on a daily basis

5) Handing over the project to client within duration

6) Assisted in obtaining completion certificate from client

7)Carried out Gypsum Partition works, Glass partition works, Ceiling works (Plain Gypsum and 60x60Ceiling), Painting works, Wall covering works, Coordinated with Joinery and Flooring works. Coordination with MEP contractors for the Project

##  PREVIOUS WORK EXPERIENCE

**Apr’06 to Oct’06 with Art source - Rashidiya, Dubai, UAE** Production Supervisor

**Dec’03 to Jan’06 with JJ Associates Interiors & Architects, Bangalore**

Designer cum Supervisor

**Aug’02 to Sep’03 with The ARTIZEN, Double road, Bangalore** Site Supervisor

**Sep’99 to Feb’01 with Essenco, Sudhakaran Nair and company Pvt. Ltd., Bangalore** Site Supervisor

 **ACADEMIC DETAILS**

* Diploma in Civil Engineering, NSVK Sri Venkateswara Polytechnic, Bangalore in 1996
* Diploma in Interior Designing, Idea, Bangalore in 2002
* Diploma in Architectural CAD from CADD Centre in 2003

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## REFER TO ANNEXURE FOR PROJECTS EXECUTED

**ANNEXURE**

**PROJECTS EXECUTED**

**At Makstylo Interiors ,DSO,Dubai UAE**

1. Orange Wheels at Al Wahda Mall,Abu Dhabi ongoing
2. Villanova Dental clinic at Al Wasl 2 ,Jumeirah,Dubai

**At Eve Design & Interiors LLC, Al Barsha Dubai**

Axiom show room at Sharjah City Centre

Offices at Sharjah Economic Development Department

Lulu Y Tower at Muroor road Abu Dhabi an Emkey group project.



FONO at Al Ghurair Centre new Mall Extension, Deira Dubai. Joanna Flagship show room at Dragon Mart Dubai.



**At Al Reyami Office Interiors, Karama Dubai UAE**

Dubai Airport Free Zone-East Wing 5 & 6 Buildings G/F to 8th Floor

Dubai Airport Free Zone-Head Quarter Building

Schenger Shipping office, Dubai Airport Free Zone Building 5 East wing

Barclays Bank, Hamdan Street Abu Dhabi

Johns Lang Laselle, Airport Road, Abu Dhabi

Hertz Rent a Car office at Airport Terminal 3

Hilal Bank, Ras Al khaima Branch

Salya Group, Monarch Hotel, Sheikh Zayed Road, Dubai

Dubai London Clinic, Jumeirah Road, Dubai

Noor Takaful office, Business Central Towers, Media City, Dubai

Smart City Office, Buisiness Central Towers, Media City, Dubai

Dunia Finance, Media City, Dubai

All Day Mini Mart, Burjuman Centre, Dubai

Al Habthoor Stadium, Behind Carrefour, Airport Road, Abu Dhabi

Big Bus Company, Musaffa, Abu Dhabi

Palace Engineering, Hamdan Street, Abu Dhabi

Dunia Finance, Mustafa, Abu Dhabi

Dunia Finance, Defense Road, Abu Dhabi

Dubai Airport Free zone-West Wing 7

Dubai Airport Free zone-Thales Intl Middle East office-West wing 5

The Executive Office-G F and 6th Floor, Health care city, Dubai

S M E Buisiness Centre, Buisiness Village near Clock Tower, Dubai

Tamweel Psj, Tamweel Tower, Jumeira Lake Towers, Dubai

Duke Fakula School /Mini Buisiness center I F C-Gate village, Bld 2, Dubai

Allianz Risk Transfer AG, DIFC-Gate village, Bld 8, Dubai

Dubai Mercantile Exchange, DIFC Bld-2, Dubai

Al Dar real estate office in Emarat building near Business Bay, Dubai

First capital of Switzerland, DIFC Dubai

Al Tamimi office in DIFC Dubai

Radio Asia office at Media city Dubai

Emirates Computers at Al Shafer building, Arabian Ranches side Dubai

Dubai Media Incorporated Noor TV, Dubai Radio & TV near Al Makhtoum Bridge Dubai

Elkay Labs Middle East in Dubiotech

Sofitel Hotel Accommodation at Jumeirah Village Dubai



**At JJ Associates Interiors & Architects, Bangalore**

Pride Apartment’s at B. G Road, Bangalore

Golden palm enclave at Sarjapura Road, Bangalore Mantris Paradise, J.P Nagar, Bangalore



**At The ARTIZEN, Double road, Bangalore**

HP Invent at Embassy Icon, Bangalore

Oracle Software Service India, Bangalore Yahoo.com Software Division, MG Road, Bangalore



**At Essenco, Sudhakaran Nair and company Pvt. Ltd., Bangalore**

Prestige Acropolis near Christ college, Bangalore

Royal Orchid Hotel near Airport Road, Bangalore

Skyline City at Vijayanagar, Bangalore

Orchard Green Apartments, Domlur, Bangalore

Pilgrim shed and Music College of Puttaparthi of Satya Sai Baba Trust - A project of L&T Construction’s group, Chennai

