## Cover

Curriculum Vitae

A Civil Engineer and Achievement oriented Senior Quantity Surveyor seeking to leverage background in Commercial, Contracts, Procurement and Quantity Surveying Department.

* 15+ Years of Overseas and National experience in Commercial Department, encompassing a range of Commercial, Residential and Infra-structure sectors in Civil and MEP Engineering Field, mounting from Quantity take-off to Contract Management.
* Proven fineness in controlling Procurement, Quantity Surveying and Contract Management assignments.
* Experienced in Pre-Contracts and Post-Contracts, Estimations, Quantity Surveying, Extension of Time [EOT] Claims, and various operations.
* Skilled Contract Administration with a talent of performing required analysis, reports, and correspondence.
* Have power of understanding and implicating FIDIC based Contracts.
* Target oriented leader and accuracy driven member of Quantity Surveying team.

  **Gulfjobseeker.com CV No:** **1380996**

**Mobile +**971505905010 / +971504753686

To get contact details of this candidates

Submit request through Feedback Link

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## Areas of Strength

### Commercial Engineering and Management

* + 1. **Construction Financial Management**
			1. Accounting for Financial Resources
			2. Managing Costs and Profits
			3. Managing Cash Flows
			4. Choosing among Financial Alternatives
		2. **Estimating and Tendering**
			1. Organizing Estimating Functions
			2. Understanding Procurement Paths
			3. Pre Tendering and Post Tendering
			4. Cash Flow Forecast
			5. Computer-aided Estimating

### Understanding Project Management

* + 1. **Project Delivery System**
		2. **Responsibilities and Authorities of Participants and their officers**
		3. **Documentation of Records and Reports**
		4. **Electronic Project Administration**
		5. **Use of Specification and Drawings in Contract Administration**
		6. **Construction related Health, Safety and Environment**
		7. **Meetings and Negotiations**
		8. **Risk allocation and Liability sharing**
		9. **Preconstruction Operations**
		10. **Planning for Construction**
		11. **Construction Operations**
		12. **Construction Materials and Workmanship**
		13. **Project Closeout**

### Contracts Engineering and Management

* + 1. **Inception Stage**
			1. Advise on Implications for a Proposed Project
			2. Establish Priorities for Performance, Time and Cost
			3. Advise on Pre-Qualification of Contractors / Consultants
			4. Prepare Documents for inviting Consultancy Proposals
			5. Prepare Consultancy Agreements
			6. Review of Professional Indemnity / Insurances
			7. Preparation of Initial Budget Requirements
		2. **Design Stage**
			1. Advise on Cost Proposals developed by Design Team
			2. Advise on Requirement of Collateral Warranties
			3. Advise on various Procurement Options
			4. Advise on use and/or amendment of Standard Form of Contracts in Association with Legal Advisors
			5. Participate in Value Engineering Workshops
			6. Participate in Risk Analysis of Project
		3. **Post Contract Stage**
			1. Periodic Cost Report.
			2. Interim / Final Payments
			3. Commercial Meetings on Site to ensure that all Commercial and Contractual Matters are being identified and addressed within Time
			4. Participate in Dispute Resolution Process Conciliation, Mediation, Expert Opinion, Adjudication, Arbitration, etc.
			5. Review the Submitted Claims / Major Variations
		4. **Liquidated Damages and Extension of Time w/o Disruption Claims**
			1. Application of Protocol set by Society of Construction Law (UK)
			2. Preparing and Maintaining Programmes and Records
			3. Dealing with Extension of Time during course of Projects
			4. Dealing with disputed Extension of Time issues after Project Completion

### Quantity Surveying

* + 1. **Forecasting Costs and Value**
		2. **Measurement and Quantification**
		3. **Procurement**
		4. **Pricing and Tendering**
		5. **Organising Contracts and Subcontracts**
		6. **Periodic and Final Account**
		7. **Maintain Variation Account**

## Managerial Qualities

### Understanding Expectations

* + 1. **Establishing the Goals and Objectives**
		2. **Arranging Right People**
		3. **Developing Plan from Initial Stage to Final Stage to achieve Goals**

### Time Management

* + 1. Allocation of Resources in proper quantity to suit desired Time Span
		2. Dealing with Risk and Uncertainties

### Team Management

* + 1. Aligning Key Players for accomplishing Goals and Objectives
		2. Defining Team Members’ Roles and Responsibilities

### Assignment Management

* + 1. Tracking Progress and Maintaining Control
		2. Keeping Everyone Informed
		3. Encouraging Peak Performance by Providing Effective Leadership
		4. Bringing Assignment to Closure

### Enhancement of Management

* + 1. Application of Technology and Motivation
		2. Monitoring Performance with Earned Value Management

## Employment History

### Senior Quantity Surveyor (Civil and MEP)

Hill International Inc., Abu Dhabi, UAE.



From July 2014 to date

Projects: Abu Dhabi National Oil Company (ADNOC) New Corporate Headquarters (AED. 5 Billion plus)

Developer: ADNOC

Consultant: Page Southernland Page (PSP), Hellmuth, Obata + Kassabaum (HOK) and various other consultants.

**Role and Responsibilities:**

* Assisting and advising, during Project Operation Phase, on:
	+ Interim Payment Certification.
	+ Change Management to identify/notify and assessment of Variations.

### Senior Quantity Surveyor (Civil and MEP)

Woods Bagot Pty. Ltd. Dubai

From June 2011 to July 2014

Projects: Township development project consisting of 32 Apartment Buildings, 148 Villas and External development. (AED. 520 Million + AED. 116 Million)

Developer: Nakheel PJSC.

Consultant: Woods Bagot Pty. Ltd. Dubai.

**Role and Responsibilities:**

* Involved and advised in preparation of Project Strategy to establish Procurement method and form of Tendering.
	+ Documents involved:
		- Project Strategy Report to include Budget, Value Engineering and Risk Analysis.
		- Preliminary Resource Allocation Plan.
		- Scope of Work.
		- Conditions of Contract for Contractors and Consultants.
		- Award Criteria.
		- Tendering Procedure.
		- Tenderer Prequalification Criteria.
* Assisted and advised in preparation of Preliminary Overall Programme and Detailed Tendering Programme.
* Ensured adequacy in requisite resources and experience to perform intended Work through Prequalification procedure of Tenderers.
	+ Documents involved:
		- Letter of Invitation to Prequalify.
		- Information about Prequalification procedure.
		- Project and involved participants’ information.
		- Prequalification Application.
		- Standard Prequalification Form.
		- Tender Evaluation Criteria.
* Analysed Prequalification Applications.
	+ Documents involved:
		- Tracking documents for issue and submission of Prequalification Documents.
		- Analysis Report of Prequalification Applications.
		- Recommended List of Prequalified parties for Tendering.
		- Notice to successful and unsuccessful applicants for Prequalification.
* Prepared and issued of Tender Documents.
	+ Documents involved:
		- Letter of Invitation to Tender.
		- Instruction to Tenderers.
		- Tender Form and Appendices.
		- Conditions of Contract, Specifications, Bill of Quantities, Drawings, etc.
		- Information Data.
		- Tender Security Form.
* Arranged Site visits and meetings for Tenderers to clarify their queries.
	+ Documents involved:
		- Letters in arranging Site visits and meetings.
		- Addendum to Tender based on clarification to queries.
		- Minutes of meeting for clarification to queries.
		- List of Addenda.
		- Notice of Extension to Tender submission.
* Analysed Tenders.
	+ Documents involved:
		- Tenders and Receipts of Tenders and Tender Securities.
		- Tender Analysis Report.
* Assisted and advised in Contract Awarding.
	+ Documents involved:
		- Memorandum of Agreement.
		- Letter of Acceptance.
		- Letter of Intent.
		- Performance Security.
		- Return of Tender Security.
		- Contract Agreement.
		- Notice to unsuccessful Tenderers.
* Assisted and advised, during Project Mobilisation Phase, on:
	+ Legal and Contractual issues.
		- Documents involved:
			* Permits, Consents and Licences.
			* Securities, Guarantees and Bonds.
			* Insurance Policies.
	+ Programming, Planning and Scheduling.
		- Documents involved:
			* Work Breakdown Structure.
			* Draft Contract Programme.
			* Network Schedules.
	+ Budgeting and Cost System.
		- Documents involved:
			* Project Budget and Framework for Cost Control.
			* Cash Flow Projection.
	+ Health, Safety and Environmental issues related to Organising of Worksite.
	+ Procurement of Materials and Equipment:
		- Material Procurement Plan.
		- Subcontracting.
	+ Project Staffing.
		- Documents involved:
			* Worksite Organisation Structure.
			* Party Representative’s Introduction Letters.
* Assisted and advised, during Project Operation Phase, on:
	+ Monitoring and Control:
		- Updating Contract Programme.
		- Cost Control.
			* Documents involved:
				+ Data source for Labour, Materials, Plant, Subcontractor Charges and Project Overhead Costs.
				+ Cost Report.
	+ Referring to documents and conforming requirements related to Quality, Safety and Environmental Management.
	+ Resource Management.
	+ Referring and substantiating on the basis of following Documentation and Communication:
		- Submittals.
		- Minutes of Meetings.
		- Daily and Weekly Progress Reports.
		- Letters.
		- Transmittals.
		- Requests for Information.
	+ Interim Payment Certification.
	+ Change Management to identify/notify and assessment of Variations.
* Assisted and advised, during Project Closeout and Termination Phase, on:
	+ Maintaining Records of Testing and Commissioning, Clean up, Preliminary Punch Lists, Pre-Final Inspection, Final Punch List, Final Inspection, Beneficial Occupancy, Keys, Closing the Construction Office.
	+ Closing out the Project upon conforming and fulfilling requirements for:
		- Contractor and Subcontractor Payment.
		- Final Quantities.
		- Release of Retention Money.
		- Liquidated Damages.
		- As-built Drawings.
		- Operating and Maintenance Manuals.
		- Records Archiving and Transfer.
		- Warranties, Guarantees and Defects Liability Period.
		- Post-project Analysis, Critique and Report.
		- Owner Feedback.
* Claims Management:
	+ Maintaining Core Principals relating to Delay and Compensation:
		- Programme and Records:
			* Check the manner and sequence in which Programme is prepared.
			* Supervise updating of Programme to record actual progress and any EoTs granted.
			* Utilise Programme as a tool for managing change, assisting determining EoTs and periods of time for which compensation may be due.
			* Agreeing types of records to be kept.
		- Purpose of EoT.
		- Entitlement to EoT:
			* Deal with impact of Employer Risk Events as Work proceeds, both in terms of EoT and compensation.
			* Identify kinds of delay events provided in Contract, which are at risk of Employer.
		- Procedures for granting EoT:
			* Check extent of Employer’s Risk Event that may cause delay.
			* Ascertain appropriate contractual entitlement to EoT.
		- Effect of Delay.
		- Incremental review of EoT:
			* Advise on granting increment to EoT as actual impact of Employer’s Risk Event unfolds.
		- Float as it relates to Time:
			* Assess the possibility of granting EoT when Float at time of Employer’s Risk Event can be predicted to affect.
		- Float as it relates to Compensation:
			* Assessment of costs directly caused by Employer’s Delay for which Contractor is prevented from completing the Works as per the Programme.
		- Concurrent Delay – its effect on entitlement of EoT:
			* Assess the concurrent effect of Contractor’s Delay to Completion and that of Employer’s.
		- Concurrent Delay – its effect on entitlement of Compensation for Prolongation:
			* Assess the costs incurred by Contractor due to Employer Delay alone.
		- Identification of Float and Concurrency.
		- After the Event Delay Analysis.
		- Mitigation of Delay and mitigation of Loss:
			* Advise Contractor on mitigating the effect and loss on its works of Employer’s Risk Events.
		- Link between EoT and Compensation.
		- Valuation of Variations:
			* Assess effect of Variations and agree fixed price (if possible) of Variations to include direct costs, time related costs, EoT (if any) and necessary revisions to Programme (if any).
		- Basis of Calculation of Compensation for Prolongation:
			* Assessing the Compensation cost incurred to put Contractor in the same financial position it would have been if the Employer’s Risk Event had not occurred.
		- Relevance of Tender Allowances.
		- Period for evaluation of Compensation.
		- Global Claims.
		- Acceleration:
			* Advise on entitlement of Acceleration payment.
			* Advise on terms of agreement for Acceleration payment.
		- Disruption.
	+ Dealing with EoT during course of the Project:
		- Strictly follow the requirements of Conditions of Contract relating to application for EoT.
		- Study sub-network inserted into updated Programme as close as possible to Employer Risk Event.
		- Conclude and notify to Contractor if cause of delay is or is not due to Employer Risk Event.
		- Comment on Contractor’s submission for Claims.
		- Provide reasons to accept or deny entitlement of EoT.
		- Study the reason behind delays due to Employer Risk Event.
		- Agreeing removal of unrealistic logic or durations from Programme.
		- Assess impact of Contractor delays and Employer delays.
	+ Dealing with Delay Analysis:
		- Identification of Delays
		- Analysis of Delays
		- Effective presentation of Delay Analysis

### Project Quantity Surveyor (Civil and MEP)

Overseas AST Co. (L.L.C.)

From February 2010 to June 2011

Projects: UAE Air Force Military Aviation Fuel Tank Farms and Hydrants (AED. 233 Million)

Developer: UAE Air Force Military (Abu Dhabi)

Consultant: Abu Dhabi National Oil Company (ADNOC)

Job Description Quantity Surveying, Post-contract and Sub-Contract works.

### Senior Quantity Surveyor (Civil and MEP)

Al Naboodah Group – Group Five Construction LLC [JV]

From February 2007 to February 2010

Projects: Dubai Duty Free Warehouse (AED. 213 Million) and Dubai Airport Terminal 2 (AED. 320 Million)

Developer: Dubai Civil Aviation Authority

Consultant: Dar Al Handasah Shair and Partners

Job Description Quantity Surveying, Tendering, Post-contract and Sub-Contract works.

### Quantity Surveyor (Civil and MEP)

Al Futtaim - Carillion LLC [JV]

From August 2005 to February 2007

Projects: Dubai Festival City Mall and 3 High Rise Tower Hotels in DFC including external development, bridges and fly-over works. (AED. 1.50 Billion)

Developer: Al Futtaim Group

Consultant: HOK Dubai

Job Description Quantity Surveying, Post-contract and Sub-Contract works.

### Consultant’s Quantity Surveyor (Civil and MEP)

Vinod Kataria Consultants & Engineers

From April 2003 to August 2005

Projects: The ZONE, a multiplex and mall and Kavita Vaults

Developer: Shrirang Sarda.

Consultant: Vinod Kataria Consultants & Engineers

Job Description Quantity Surveying, Post-contract and Sub-Contract works.

### Quantity Surveyor (Civil and MEP)

Ashoka Buildcon Pvt. Ltd.

From March 2001 to April 2003

Projects: Katraj-Dehuroad highway widening and bridges, CD works and viaducts.

Developer: National Highway Authority of India.

Consultant: Central Public Works Department.

Job Description Quantity Surveying, Post-contract and Sub-Contract works.

### Billing Engineer (Civil and MEP)

Kanhaiya Constructions

FromMarch 1999 to March 2001

Projects: Various residential apartments buildings.

Developer: Kanhaiya Constructions.

Job Description Quantity Surveying, Tendering, Post-contract and Sub-Contract works.

## Basic Qualifications

### BSc. in Civil Engineering (2004)

### Diploma in Civil Engineering (1999)

## Professional Qualifications and Training

### Chartered Secretaries Qualifying Scheme (Appeared)

### Certificate Course in Construction Estimating and Valuations, authorised by Construction Computer Software CCS (Pty) Ltd. (Candy)

### Training Seminar (CPD) on Variations and Varied Works, authorised by RICS UAE Group

## Memberships

### Student Member of Royal Institution of Chartered Surveyor (RICS)

### Student Member of Institute of Chartered Secretaries and Administrators (ICSA)

### Member of the Association for the Advancement of Cost Engineering (AACE International)

## Personal information

### Date of Birth: 15 September 1979

### Age: 35 Years

### Nationality: Indian

### Sex: Male

### Marital Status: Married

### Type of Visa: UAE Residence Visa