**Careem (HND ENGINEERING)**

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|  | Country | : | Sri Lanka |
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|  | E-mail | : | Careem.31664@2freemail.com |
|  | Visa Status | : | Visit |
|  | Joining | : | Immediately |
|  |  |  |  |



**Quantity Surveyor/Civil Engineer**

**PERSONAL SUMMARY**

A results driven, self-motivated and resourceful quantity surveyor worked as part of a busy team effectively managing all the costs relating to building and civil engineering projects. Having a proven track record of minimizing the costs of a project and enhancing value for money, while still achieving the required standards and quality. Possessing excellent foresight & the ability to plan ahead when working on construction projects. Can communicate effectively with developers / contractors & would be an asset to any employer who respects loyalty & responsibility.

Currently looking for an opportunity to join a dynamic, ambitious and growing company to forge a career as a first class quantity surveyor.



**KEY COMPETENCIES AND SKILLS**

* Microsoft Office Project 2010 /  Working under own initiative,

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  | 2007 |  | action-oriented, solution based | | | | |
|  | Primavera6 |  | reliable. |  |  |  |  |
| Able to explain technical design | |  | Flexible | response to | | changing | |
|  | ideas clearly. |  | needs | with | complex | | tasks |
| Setting Out, leveling and surveying | |  | requiring delivery | | | to | short |
|  | the site. |  | timescales | |  |  |  |
| Effective interpersonal, verbal & | |  | Working | with | all other | | project |
|  | written communication |  | positions in support of overall | | | | |
|  | Reporting |  | project success | |  |  |  |

**Engineering**

* Able to adapt solutions to improve efficiency and effectiveness of system, organizing records.
* Experience of using project management software.
* Have previously worked with multi-national and multi-skilled crews.
* Experience of designing cost-effective and practical production system modifications to help improve safety and reliability.
* Knowledge of considering time constraints like safety, cost and environmental issues.

**Professional Experience**

* **Trainee Civil Engineer AARCO (PVT) Ltd. from September 2013 – December 2013**

Completing construction projects by planning, organizing, and controlling projects; completing quality inspections; supervising sub-contractors and staff.

**Job Duties:**

* Accomplishing construction human resource objectives by selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining employees; communicating job expectations; planning, monitoring, appraising job contributions; recommending compensation actions; adhering to policies and procedures.
* Managing sub-contractors by locating, evaluating, and selecting sub-contractors; monitoring and controlling performance.
* Meeting operational standards by contributing construction information to strategic plans and reviews; implementing production, productivity, quality, and customer-service standards; resolving problems; identifying construction management system improvements.
* Meeting construction budget by monitoring project expenditures; identifying variances; implementing corrective actions; providing non-project annual operating and capital budget information.
* Accomplishing construction project results by defining project purpose and scope; calculating resources required; establishing standards and protocols; allocating resources; scheduling and coordinating staff and sub-contractors; evaluating milestone assumptions and conclusions; resolving design problems; evaluating and implementing change orders.
* Approving construction projects by conducting inspections at critical phases; obtaining approvals from buyers.
* Preventing fines and interruptions by complying with, and enforcing, codes.
* Maintaining safe, secure, and healthy work environment by following and enforcing standards and procedures; complying with legal regulations.
* Updating job knowledge by tracking and understanding emerging construction practices and standards; participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
* Enhancing organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.
* **Quantity Surveyor -AARCO (PVT) Ltd. from December 2013 – September 2015**

**Job Duties:**

* preparation of contracts, including details regarding quantities of required materials
* on-going cost analysis of maintenance and repair work
* feasibility studies of client requests
* analyzing completed work and arranging payment to contractors
* allocating upcoming work to contractors
* site visits, assessments and projections for future work
* Preparing routine designs, plans, drawings, specification, and reports
* Writing construction project specifications.
* Preparing detailed cost estimates.
* Conducting field surveys to identify technical problems and collecting data
* Reviewing plans prepared by consultants and other professional engineers to assure conformance with engineering principles and County design criteria
* Assisting in developing and preparing information for documents, proposals, affidavits, bonds, specifications, change orders and other documents and reports involved in the construction of engineering projects
* Gathering, compiling and computing data using engineering, drafting and calculating instruments and techniques to prepare designs, plans, estimates, technical reports and specifications for the construction.
* Produce monthly cost & value reports, quarterly reports & cash flow information.
* Providing advice and guidance to staff in the preparation and presentation of works proposals, reviews and updates.
* Identify, price and agree project variations.
* Settlement of Final Accounts with Clients and Sub-contractors
* Negotiating lump Sums with specialist contractors
* Day to day communication with Sites and sub-contractors
* Negotiating and appointing preferred sub-contractors
* Quality & Cost checks on finished works.
* Collecting / recording event details from site to establish variations

**Technology**

**Software:** Primavera6, MS Project, MS Office (Word, Access, Excel, PowerPoint).

**Education**

* **INTERNATIONAL COLLEGE OF BUSINESS AND TECHNOLOGY (ICBT CAMPUS)**

BTEC Higher National Diploma (HND) in Civil Engineering **(Edexcel Curriculum)**

GRADE : PASS

Subjects followed in (HND) in civil engineering

* + Science & materials for CBE
  + Applied mathematics for construction & the BE
  + Site surveying procedures for construction the BE
  + Health, safety & welfare construction and the BE
  + Structural analysis & design
  + Management principals & application for BE
  + Technology of complex buildings
  + Design principals & application for BE
  + Advanced civil engineering
  + Transportation for construction
  + Structural behavior & detailing
  + Individual student project (Completed individual research project in “Procurement selection in Private and Public Sector”)
  + Work-based learning for A
* **Reading BSc (Hons) in QS & Construction Management - Sheffield Hallam University (UK)**
* **GREAT TOMORROW SOCIAL SERVICE ASSOCIATION**

Certificate Course on Project Management Primavera (P6)

* **CAD Center** Diploma in Auto Cad
* **ZAHIRA COLLEGE KALMUNAI** Major : Ordinary Level (2008 - Pass)

**Languages**: English / Tamil / Sinhala