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| C:\Users\Administrator\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Word\My Photo.jpg | ***Santosh*** ***Project Management / Contracts Engineer*** ***B.E*** *(Civil)* ***MBA*** *(Project Management)**Dubai, UAE**Email:* *santosh.323770@2freemail.com* |

PROFESSIONAL PROFILE

*A Bright, talented and ambitious Project Manager with the Professional Degree of* ***Civil Engineering*** *with over 11 years of experience in various nature of buildings, infrastructures and operations of*  ***Residential Buildings / Commercial Multistoried Buildings / Stadiums / Restaurants / Oil & Gas*** *in* ***execution, Quantity Surveying, Contracts & Planning*** *of civil engineering construction project related with leading companies in India, U.A.E, Iraq. Always wanting to be actively involved in all aspects of the project life –cycle, I can deliver high-value to the organizations and across different geographies. I take a direction well and work hard to manage stakeholder expectations.*

*I am willing to travel and/or spend long periods in abroad, and currently looking for a suitable position.*

AWARDS & ACHIEVEMENTS

* *Best Employee of CPP Middle East – Year 2015*

*Tittle of Award* ***“Honor of Middle East Excellent Staff 2015”***

ACADEMIC QUALIFICATION

 ***B. E (Civil Engineering)***

 *@ Anna University, India*

  ***M.B.A (Project Management)***

*@ Alagappa University, Chennai, India*

SOFTWARE

  

CAREER PROGRESSION

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| **cnpc-logo-psd01** | **China Petroleum Pipeline Bureau (CPPME), Dubai, U.A.E (Sep 2013 – Present)****Position: Sr. Planning / Contracts Engineer** **Period: 3 years 2 months**  |

*China Petroleum Pipeline Bureau (abbreviated as CPP), founded in 1973, is a subsidiary company of China National Petroleum Corporation (CNPC) specializing in pipeline engineering and construction. Persisting the core business of pipeline engineering, emphasizing its high-level business, basing on its construction capability, CPP develops its way of growing by implementing the integration of pipeline and tank construction, integration of construction and service, integration of domestic and international markets, and integration of offshore and onshore projects.CPP covers the whole industry chain and pipeline core technology such as pipeline R&D, survey, consulting, design, procurement, construction, coating, fitting fabrication, intelligent pigging, maintenance and repair, telecommunication, and commissioning.*

**Duties and Responsibilities:**

* Reviewing of General Conditions of Contract, Scope of Works & Other Tender Documents
* Highlighting Risks in EPC Contracts, Sub Contracting & Consortium Agreements, & Notifying to Management
* Preparation of Request for Information /Clarification
* Preparation of Sub Contractors Agreements & Verifying the payment terms
* Preparation of Consortium Agreement
* Preparation of invoice for Legal Firms and lawyers
* Dispute & Claim Management
* Preparation of Cumulative weekly Report for Management review about Claims Status.
* CPP Branch Registration Process
* Preparation of Tender Documents
* Co-ordination works for Tender Submission
* Preparation of Tender Schedule based on Company’s Milestone
* Preparation of S-Curve & Manpower Histogram
* Preparation of Manpower requirements details for Tendering project
* Preparation of Equipment requirements details for Tendering project
* Preparation Cost and Resourced loaded schedule
* Preparation WBS Structure and Critical Path

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|  | **Mission General Services., Abu Dhabi- Ruwais, U.A.E. Mar 2012 – Sep 2013****Position: Sr. Planning Engineer****Period: 1 Year 6 Months** |

*Mission General Services is**General Contracting Company involved in construction of Sub- Station, Tank Foundation & Shelter Foundations in Oil & GAS Industries*

**Project:**

* **Ruwais Refinery Expansion #2, Ruwais**

*This Project consists of Five Sub Stations, 1-Workshop & 1-Operator Shelter*.

* **Inter Refinery Pipeline #2, Ruwais**

*This Project consists of two Terminals in (Ruwais & Madinat Zayed.)***,** in this project consists of Sub- Stations, Control Room, Administration Building, Tank Foundations & Shelter Foundations.

* **Base Oil Production Facilities, Ruwais**

*This Project consists of (4nos Of Sub-Station, 4nos- SIS, 7nos- Equipment FDN, 2nos of Workshop, 4nos- Car parking Shelter).*

* **Schedule for Tendering Projects**

*This Scope of works is Preparation of Tender Schedule for the Tendering Projects.*

**Duties and Responsibilities:**

* Development, Updating & Monitoring of internal & Contractual project baseline Construction schedule with resources and cost loaded based on defined project Execution Strategies & identified Critical paths (CPM).
* Schedule in the format of OBS, WBS, & EPC
* Assigning Activity Codes Such as BOQ, Components
* Cost & Resource Loading
* Prepared & presently daily, Weekly &Monthly Reports to the client & Consultant
* Preparation of Organization Chart
* Preparation of Look Ahead Program
* Attending Client, Consultant & Main Contractor meeting, & Preparation of Minutes of Meeting.

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| f10just logo | **Force10 U.A.E. L.L.C., Abu Dhabi, U.A.E. 2009 - 2012****Position: Project/Planning/Quantity Surveyor** **Period: 2 years, 4 Months**  |

*FORCE 10 is**General Contracting Company involved in providing diverse services in the design and build /direct and tendering of Residential, Multi–Storey Buildings and Infrastructure construction services to Industry sectors including:-Commercial Sector-Government Sector-Technical and Industrial Sector-Aviation Defense-Marine time. Force 10 has set records for delivering fast track Projects within Time, Schedule, and Budgetary goals.*

**Projects:**

* **ADWEA Housing Complex– 204 Residential Villas, Ruwais.**

Cost: 242 Million AED

*This Project consists of 204 Residential Villas, Three Tower water tank, Three substation and complete external development works including Roads works and MEP works.*

**as a Planning Engineer:**

* **Exemplary School for Police, Al Ain**

Cost: 117 Million AED

*This Project consists of 11 Buildings, That is Administration building, Men & Women Buildings, Restaurant, & 5no’s of Accommodation Building, 2no’s Substation. & External Works.*

**Duties and Responsibilities:**

* Development, Updating & Monitoring of internal & Contractual project baseline Construction schedule with resources and cost loaded based on defined project Execution Strategies & identified Critical paths (CPM).
* Schedule in the format of OBS, WBS, & EPC
* Assigning Activity Codes Such as BOQ, Components
* Prepared & presently daily, Weekly &Monthly Reports to the client & Consultant
* Preparation of Look Ahead Program
* Identify and recommend the need for purchase of items requiring extended delivery time ("long lead items").
* Monitoring of the projects in co-ordination with All Sub Contractors.
* Labor allocation as per sites requirements, site to site labor transfers with the Labor Officer.

**As a Quantity Surveyor:**

* **FORCE 10, Head Office,**

**Abudhabi, UAE.**

In Force 10,Tender Dept., as a Quantity Surveying Engineer for Pre-Contract Stage and Post-Contract Stage.

**Duties & Responsibilities:**

* Calculating Quantity for the tender Project by using Onscreen Take Off
* Preparing Tender B.O.Q’s
* Raising Tender Clarification & Queries for Consultant and Client
* Preparation of Sub Contractor Enquiries
* Preparation Comparisons Statement of Sub Contractor Quotations
* Preparation of Tender Documents for Submission.

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| **C:\Documents and Settings\Administrator\My Documents\Downloads\asconlogo.gif** | **ETA ASCON L.L.C 2008- 2009** **Position: Site Engineer.** **Period: 1 Yrs, 5months**  |

*ASCON LLC. is well equipped both technically and financially to handle projects of any magnitude and is very assured, with the help of its dedicated staff and ample T&P, to successfully complete all projects with top quality workmanship within time. All projects completed till date have met the entire satisfaction of clients. ASCON LLC. is renowned for completion of top quality projects with time constraints.*

**Special Features :** Gallery Steps, Steel Structure, Designer Entrance Lobby, Furnished Apartments, Modular Kitchen, Fire Safety System Insulated roofing, Centralized Air, Premium Bath Fittings.

**Projects:**

* + Project: **EMIRATES RUGBY STADIUM, DUBAI, UAE**

 Type of Building: **Grand Stand, Club House,**

 Cost of Project: 200 Million AED.

* + Project: **SUMMEET TOWER, DUBAI, UAE**

 Type of Building: **Commercial Tower,**

 Cost of Project: 600 Million AED

**Role and Responsibilities:**

* + Preparing reconciliation statements regarding material used at site to quality assurance
	+ Preparing micro level schedule with respect to actual schedule to avoid unnecessary delays.
	+ Submission of quality reports regarding material used at site to quality assurance department
	+ Assuring the work done as per specifications & drawings with respect to quality manual at the time of execution.
	+ Ensuring the working atmosphere is as per safety standards safety related drills to labor engaged.
	+ Allocating the nominal resources like material, manpower and machineries.
	+ Analyzing monthly/weekly progress of project in a collective basis and reporting to my team head.

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|  | **VISHWAS CONSTRUCTION (P) LTD 2006 - 2008****Position: Site Engineer****Period: 2 Years** |

*Enhancing long term asset valves for a range of institutional and individual clients, Vishwas provides all aspects of profession Project Management services including Facilities Assessments and Planning, interior fit out Management, Construction Management, Coordination Design and Execution of All Structural, Civil and fit out works.*

**Projects:**

* **Residential Apartments, Chennai, India.**

 Type of Building: **G.F + 5 floors**

 Value: INR 115 Million

* **Residential Apartments with Showroom, Chennai, India.**

 Type of Building: **1 Basement + G.F + 5floors**

 Value: INR 90 Million

**Duties and Responsibilities:**

* Co-ordination with sub-Contractor & Architects.
* Checking Reinforcement and Shuttering according to the Specification and Drawing.
* Arrangement of Manpower, Material and Machineries.
* Controlling of Mix Design & Carrying out Cube Test in Laboratory
* Billing knowledge as per measurement books

Personal Details

Date of Birth : 11th July, 1985

Age : 31

Sex : Male

Marital Status : Married

Languages Known : English, Hindi, Tamil & Malayalam