**ABDULLA**

**Abdulla.345148@2freemail.com**

***Quantity Surveyor - Civil***

***An accomplished & knowledgeable professional*** *aiming for assignment in*  ***Quantity Surveying / Contracts Department*** *with an Organization of high repute preferably in Construction Industry*

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| **SKILLS SET** | **PROFILE SUMMARY** |
| **Sub - Contracts Management****Quantity Surveying (Take - off)****Cost Estimation / BOQs****Contractual Correspondences****Client’s Billing (Monthly IPCs)****Variations & Claims Support** | * A competent professional with a vast experience in **Gulf countries** including Doha, Qatar
* Expertise in interacting with Clients, Consultants and Sub-Contractors (Liaison)
* Skilled in handling and maintaining highly confidential and sensitive information
* Liaising with senior level executives and other vital contacts (Inter-Department)
* Experienced in **Quantity Take-Off, Estimation, Complete Tendering Works, Post-Contract Works, Interim Payment Certificates, Sub-Contracts Management, Variations, Liaison Works**, etc
* An effective communicator with good analytical, leadership, interpersonal, planning and problem solving skills
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**CORE COMPETENCIES**

* Looking after end-to-end management of administration department as per schedule and ensuring timely completion & delivery of work to management (Ability to work under pressure)
* Monitoring progress as per scheduled deadlines for various tasks and taking necessary steps to ensure completion within time, cost and effort parameters
* Ensuring that all activities are carried out as per the requirements of organizational policies
* Managing all costs relating to building and civil engineering projects, from the initial calculations to the final figures
* Proficient in preparing tender and contract documents, including bills of quantities with the architect and/or the client
* Identifying, analyzing and developing responses to commercial risks

**WORK EXPERIENCE**

#### Jul'2008 –Aug’2016 (8 years) : M/s. SAUDI OGER LIMITED, Riyadh, Kingdom of Saudi Arabia

***Role :*** *Senior Quantity Surveyor (IPCs and Sub-Contracts Management)*

**Projects Handled:**

* **Jabal Omar Development Project (JODP), Makkah – High Rise Towers and Infrastructure Works**
* Maintained Interim Payment Certificate (Application for Payment) every month as per the progress of work on Site
* Managed co-ordination works between inter-departments for getting required records for submission on time
* Lead and supervised a team of Quantity Surveyors who in turn provide the measurements and other back-ups for all executed items on site
* Followed-up with the Consultants and Cost Estimators for payment certificates for the works being carried out to ensure proper and timely certification by them

**Project Description :** SOL scope consists of 15 Towers and Musallah including Gateway of 2 Main Towers of 50 floors each. Other development includes Road works, Radial Spines, Tunnels, Roundabouts and other Infrastructure works. (Original Contract Value was SR 5.60 Billion)

**Client :** Jabal Omar Development Company(JODC)

**Project Managers :** Hill International, USA

**Supervision Consultant :** DiwiConsult International GmbH, Germany

**Cost Estimators :** Corderoy International Limited, UK

* **KAP 1 Project consisting Military Camps and Allied Facilities – Security Buildings and Development Works**
* Handling Sub-Contractors Claims and Variations
* Finalizing Rate for Sub-Contractors for any new items
* Discussion with Sub-Contractors time to time
* Approval of Sub-Contractors quantities
* Checking Sub-Contractors quotations with actual Project budget

**Project Description :** Project consists of constructing various military security buildings including Road works and other Infrastructure works. (Original Contract Value was SR 8.40 Billion)

**Client :** Ministry of Interior

**Consultant :** Khatib & Alami

#### Sep'2002 – Feb'2007 (4-1/2 years) : M/s. Al Majal International (TIC - Touristic Investment Company) in West Bay, Doha, Qatar

#### Role : Quantity Surveyor / Estimation Engineer (Tendering / On-Going Projects)

**Accomplishments (Pre – Contract)**

* To calculate and verify all tender quantities given by Consultants
* Prepare Bill of Quantities (BOQs) from drawings on guidelines of CESSM3
* Liaison work with Consultants for all discrepancies in Contract Documents.
* Preparing Technical and Commercial files for final submission of Tender
* Site visits and preparing reports by taking into account site conditions, etc.

Tendering Clients – Asghal, Touristic Investment Company (TIC), Ministries.

**Accomplishments (Post – Contract)**

* Monitoring Progress of Work
* Controlling QS’s on sites
* Sub-Contractors negotiations and agreements
* Liaison between sites and all inter-departments
* Preparing Re-conciliation statements
* Organizing meetings with various parties
* MR for getting ISO 9001-2000 Certificate renewal, introducing trainings for estimation software.

**Projects Handled:**

* **Project: A 5-Star Grand Hyatt Hotel & Resort at West Bay (Project Managers : HILL International)**

 Client: Hyatt Group / Touristic Investment Company (TIC)

 Consultant: GHD

* **Project: A 5-Star Al Maha Sofitel Hotel at West Bay (Interior Designer : FA International)**

 Client: Sofitel Group / MTC

 Consultant: Southwest Architecture

#### Dec'1993 – Nov'1995 (2 years)

#### M/s. Sultan Abdul Rahman Contg. Co. (SARCO), Dubai, UAE

#### M/s Marwan General Contracting Co., Sharjah, UAE

#### Role : Quantity Surveyor (Post-Contract Works)

**Accomplishments (Post – Contract)**

* Negotiation with Sub-Contractors, Vendors
* Sending out all enquiries for Sub-Contract Works and Materials.
* Liaison work with Consultants for discrepancies in Contract Documents.
* Build-up of Rates for new items and variations.
* Joint measurements with Sub-Contractors
* Approval of Sub-Contractors monthly payment certificates

**Projects Handled:**

* **Project: Road works, Roundabouts, Paving, Drainage, etc.**

**Client:** Ministry of Interior

**Consultant:** Ministry of Interior

* **Project: H.O. for Emirates General Petroleum Corporation**

**Client:** Emirates General Petroleum Corporation (EGPC)

**Consultant:** Khatib & Alami

* **Project: Al Hana Center at Satwa**

**Client:** Private

**Consultant:** Test

* **Project: 2B+G+15 floors Residential Tower**

**Client:** Private

**Consultant:** Test

* **Project: 120 Villas Complex including Infrastructure Works**

**Client:** Ministry of Defence (MOD)

**Consultant:** Khatib & Alami

#### June 1991 – June 1993 (2 years) : M/s. Haji Hassan Al Aali Group of Cos. (Bahrain Asphalt), Bahrain

#### Role : Estimator (Road works – Yearly Maintenance Contracts)

**Accomplishments (Pre – Contract)**

* Monthly Valuations (IPCs)
* Variations for Roads, Pavements, drainage
* Site Measurements jointly with Sub-Contractors
* Sending out all enquiries for Sub-Contract Works and Materials.
* Prepare a complete Bill of Quantities (BOQ) from drawings and Specifications
* Liaison work with Consultants
* Negotiation with Vendors.
* Build-up of Rates.
* Site visits

**Projects Handled:**

* **Project : Infrastructure Works (Roads, Asphalt Works, Pavings, etc.)**

**Client : Various Ministries**

 **Consultant :** Dar Al Handasah

#### Jan'1988 – Dec'1990 (3 years) : M/s. Al Fouzan Brothers Co., Al Khobar, Kingdom of Saudi Arabia

#### Role: Project Quantity Surveyor (Road Works – 6 Lane Highway)

**Accomplishments:**

* Managed Sub-Contractors monthly bills
* Prepared and submitted Variations to the Contract and its follow-up
* Site measurements jointly with Sub-Contractor
* Prepared monthly Interim Payment Certificates for Client’s submission
* Take-off from drawings and prepared bar bending schedules
* Reported to Project Manager for all day-to-day activities, material statement, etc

**Projects Handled:**

* **Project: Kind Fahd International Airport (KFIA), Safwa, Dammam**

**Client:** Ministry of Aviation

**Consultant:** Bechtel, USA

* **Project: 2.5 kms Road to Qatif Entrance, Dammam**

**Client & Consultant:** Ministry of Communication

* **Project: 1.8 km Road at Haii Al Fanateer, Jubail**

**Client & Consultant:** Royal Commission

* **Project: 11 Kms Int.Roads and Mass Earthworks, Dhahran**

 **Client & Consultant:** Aramco

**EDUCATION**

* Licentiate (Diploma) in Civil & Sanitary Engineering [L.C.& S.E.] - A full time 4 years Engineering Course from VJTI, Mumbai, India

**IT SKILLS**

* Operating System: Win ’98 and Win ’XP
* MS Office 2000
* CCS Candy Construction Computer Software for Estimation and quantity surveying (Basic knowledge)
* CESSM3 (Basic knowledge)

**PERSONAL DETAILS**

Date of Birth:11 February 1961

Language Fluency : English (Fluency in Write, Read, Speak and Listen)

Other Languages known : Hindi, Urdu, Marathi, Gujarati and Arabic (Figures Understanding – Excellent)

Driving Licenses : Qatar, Saudi Arabia and India