Tharaka

Tharaka.347024@2freemail.com

Dear Sir/ Madam,

**APPLICATION FOR THE POST OF QUANTITY SURVEYOR**

I am a graduated Quantity Surveyor (**B.Sc. Hons. in QS** from **University of Moratuwa, Sri Lanka)** writing to express my interest for the post of Quantity Surveyor in your esteemed organization**.** I am currently working in **Dubai, UAE** and have **six years** of pre and post contract Quantity Surveying experience in Buildings, Civil Engineering Projects and MEP works in **UAE, Saudi Arabia and Sri Lanka**.

I am currently seeking for a career enhancement opportunity in Contracts, Commercial and Cost management disciplines. I have sound knowledge in International Standards for Measurement such as **NRM2**, **SMM7, CESMM3, POMI,** and **FIDIC Conditions of Contracts (1987 and 1999 Versions).** Also, I am good in work related IT software and applications such as **MS Office Package, MS Project**, and **Auto CAD**.

I can communicate effectively with the project team and would be an asset to any employer who respects loyalty and responsibility. My Curriculum Vitae, which is enclosed, contains additional information on my experience and skills that make me good fit for the position in your organization.

I look forward to hearing from you. Thank you for your consideration.

**THARAKA**

B.Sc.Hons. In Quantity Surveying

University of Moratuwa,

Sri Lanka.

PERSONAL SUMMARY

A result driven, self-motivated and resourceful Quantity Surveyor having 06 years of experience in pre and post contract Quantity Surveying works in Buildings, Civil Engineering Projects and MEP works.

Possessing excellent foresight and the ability to plan ahead when working on construction projects. Can communicate effectively with the project team and would be an asset to any employer who respects loyalty and responsibility.

WORK EXPERIENCE

**DELTA EMIRATES BUILDING CONTRACTING CO. LLC  DUBAI, UAE**

***QUANTITY SURVEYOR January 2015 to Present***

Successfully managing Quantity Surveying and Cost Control duties of Two Tower projects in Business bay, Dubai.

1. THE COURT TOWER PROJECT - BUSINESS BAY, DUBAI (*2015 JANUARY- UP TO NOW*)

**Function of Building** **:** 5B+G+3P+30+R (Office and Residential)

**Project Value** **:** AED 195 Million

**Owner** **:** Tanmiyat Global Real Estate

Originally, this project was 5B+G+3P+29+R Office building. Later, additional floor was added to the building during construction stage. Also, the last 07 floors were completely changed to residential floors which were originally office floors.

These changes lead to significant change of the contract value of the project and currently carrying out variation works relating to architectural, Structural and MEP works.

1. THE EXCHANGE TOWER PROJECT - BUSINESS BAY, DUBAI (*2015 JANUARY- 2016 DECEMBER*)

**Function of Building** **:** 3B+G+3P+28+R (Office Building)

**Project Value** **:** AED 180 Million

**Owner** **:** Tanmiyat Global Real Estate

Quantity Surveyor of a construction team which successfully completed and handed over a Tower Project. Able to finalize the Variations, prolongation claims and submitting Final Statement for the project. Also, successfully carried out finalizing sub contract payments and budget closing for the project.

KEY ROLES AND RESPONSIBILITIES

* Preparation of Monthly Interim Valuations and final statement.
* Identify variations and prepare of Variation Orders accordingly.
* Submitting monthly prolongation claims as per the agreement between client and contractor.
* Evaluation of sub contract agreements of the projects.
* Evaluation of Subcontractors' Interim Payment Applications and prepare Payment Certificates
* Checking the MRs and approve in the ERP system. (Check the requisitions against the project requirements/specifications and allocated budget)
* Doing necessary budget modifications based on the project requirements (Coordinate with Procurement Dept. /Site staff to identify the reasons for budget deviations and proceed accordingly).
* Produce Monthly Management Reports (Cost Control Reports and Cost Value Reconciliation Reports) - Detailed analysis of Project Status based on Earn Value Management concepts such as Actual Cost/ Earned Value/Variance at Completion/CPI and etc. of projects.

**AMANA CONTRACTING CO. LLC JEDDAH, SAUDI ARABIA**

***QUANTITY SURVEYOR November 2012 to August 2014***

Worked as part of a busy team, taking responsibility of several projects at different stages and working with a limited supervision.

PROJECTS INVOLVED

* SHAMLA Pharmaceutical Factory Project- (Re-measured Project)
* External Works Project for Al Marai HADCO
* HADCO Ancillary Buildings and VIP Rest House Building Project

KEY ROLES AND RESPONSIBILITIES

* Preparation of Monthly Interim Valuations
* Preparation of Variation Orders
* Attending meetings with Project Managers and prepare budgets for the projects as per the site requirements
* Monitoring cost of the project based on the budget and advise Project Managers regarding the cost.
* Coordinate with Procurement division and site to evaluate Material Requisition of site and approve Local Purchase Orders by checking against the Budget
* Evaluating Subcontractors’ quotations and selection of Subcontractors
* Evaluation of Subcontractors’ payment applications and Preparation of sub-contractor’s payment certificates
* Produce Monthly Management Reports, Quarterly Management Reports and Cash Flow Information

**STATE ENGINEERING CORPORATION COLOMBO, SRI LANKA**

***CONSULTANT QUANTITY SURVEYOR August 2012 to November 2012***

PROJECTS INVOLVED

* Proposed Female and Male Hostel Buildings for University of the Visual and Performing Arts
* Proposed Mulativu, Jaffna, and Mannar Bus Stands in Sri Lanka.

KEY ROLES AND RESPONSIBILITIES

* Taking off Quantities and preparation of Bill of Quantities for Multi Storey Buildings
* Scrutinize Interim valuations while checking the progress at site during site visits with contractors
* Attend weekly client meetings to discuss with clients and contractors regarding the project matters and advise client regarding the future cost expectations for the clients’ proposals
* Negotiate with contractors regarding the contract matters, variation proposal submissions and advise the clients
* Preparation of Tender Documents, participate in Tender Openings and Tender Evaluations
* Attend the site visits with Engineers, Architects and Government bodies in war ravaged region in Sri Lanka and prepare preliminary project estimates for proposed buildings in the areas.

**PROJECT QUANTITY SURVEYOR December 2010 to July 2012**

***(PART TIME BASIS)***

PROJECTS INVOLVED

Apartment Buildings and Luxury Housing Constructions

KEY ROLES AND RESPONSIBILITIES

* Taking off quantities and Preparation of Bill of Quantities
* Preparation of Tender Documents
* Tender Evaluations
* Preparation of Cost Analysis
* Certification of interim valuations

**MIHINDU KEERTHIRATHNE ASSOCIATES LIMITED NAWALA, SRI LANKA**

***ASSISTANT CONSULTANT QUANTITY SURVEYOR April 2010 to July 2010***

PROJECTS INVOLVED

Proposed Buildings for Katubedda Branch and Wellawatte Branch of NSB Bank and Proposed Apartment for Bliss Developers at Kawdana in Sri Lanka.

KEY ROLES AND RESPONSIBILITIES

* Taking off quantities for multi storey buildings, Preparation of Bill of Quantities and Engineer’s estimates.
* Preparation of tender documents
* Certification of interim valuations
* Assist in evaluating contractor’s claims

**NAWALOKA CONSTRUCTION COMPANY HAMBANTOTA, SRI LANKA**

***ASSISTANT CONTRACTOR QUANTITY SURVEYOR July 2010 to November 2010***

PROJECTS INVOLVED

Storm Water Drainage System and Internal Roads for Proposed Facilities Complex for David Pieris Motor Company (Lanka) Ltd.

KEY ROLES AND RESPONSIBILITIES

* Preparation of interim valuations
* Certification of sub-contractor payments
* Site documentation and record keeping
* Preparation of bar schedules, Calculation of Material Requirements to the Site
* Drawing Road cross sections, area calculations and volume calculations using computer software
* Valuation of variations

ACADEMIC QUALIFICATIONS

* B.Sc.Hons. Degree in Quantity Surveying with a **Second Class Upper Division Pass** -University of Moratuwa, Sri Lanka.

Accredited by **IQSSL** (Institute of Quantity Surveyors, Sri Lanka), **RICS** (Royal Institution of Charted Surveyors), **AIQS** (Australian Institute of Quantity Surveyors) and **PAQS** (Pacific Association of Quantity Surveyors).

* One year research dissertation on the topic of **“Strategies to Minimize the Impact of Catastrophic Events on Construction Supply Chain”** with the aim of developing an action plan to face in catastrophic events to minimize the impact on Sri Lankan construction supply chain and obtained **Excellent Pass(A).**
* Outstanding performance in an Industrial Training Program and obtained **Excellent Pass (A-)**
* Advanced Diploma in Professional Drafting with AUTO CAD (Civil, Architectural, Mechanical, Electrical, Plumbing and HVAC) – ICBT Campus.

FAMILIARIZED DOCUMENTS

* + - Principles of Measurement (International) (POMI)
		- Civil Engineering Standard Method of Measurement (CESMM3)
		- Standard Method of Measurement of Building works (SMM7)
		- Details Measurement for Building works (NRM2)
		- FIDIC Conditions of Contract – 1987 version and1999 version

COMPUTER LITERACY

Fluent in MS-Office Package 2007 and later, MS Project 2007 and later, AutoCAD 2004 and later.

PERSONAL INFORMATION

Date of Birth : 27th December, 1988

Gender : Male

Civil Status : Married

Nationality : Sri Lankan