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**ALEX**

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10-07-2017

The Manager,

H.R Department...

It gives immense pleasure in forwarding to you my Curriculum Vitae with the required documents. The attached CV is self-explanatory of my qualification and experience as a Project Manager.

You would greatly appreciate that I am a Graduate Civil Engineer from one of the famous Professional Engineering Colleges in Kerala, India. Plus you would look into my vast experience of more than 30 years out of which 24 years in the Middle East region as a professional Project Manager, Civil Engineer in the construction field. Besides above I have almost 13 years of great experience as a Project Manager in multifarious Building Projects in the Gulf region.

( especially in United Arab Emirates and Oman itself)

All these experience have developed in the tremendous Management Skills, techniques for the various activities of in the project from start to finishing stage and handing over the projects within the stipulated period programmed. The completed jobs are with required quality control objectives, standards and cost control techniques adopted as per company strategy

It gives me great challenge to take up new ventures in U.A.E, would greatly welcome an opportunity to work under you in an organization. Trust my records, academic achievements and professional career history would meet with your approval.

Thanking you and eagerly looking forward to meet with you,

With respectful regards,

**ALEX**

**OBJECTIVE**

To take up new challenges by working within an organization of repute who believes in total accomplishment as a Project Manager(Civil construction Projects) where one can utilize 30 years of real work practice and great acquired experienced knowledge as a Project Manager.

**SKILLS**

Skilled engineering professional offering 13 years of Middle East experience as a Project Manger and Industrial/ Residential/ Commercial/ construction activist up to 200 Million Dirham projects. Expertise includes scheduling project plan as per required activity progress and cash flow, supervising team members and sub contractors, preparing and implementing project plans, reports, documents, scheduling, reviewing bid proposals, awarding sub contracts, preparing budgets and controlling overall expenses. Have a proven record of success in completing projects on time and under budget.

Additional expertise in designing, programming, testing, provisional deploying and supporting MEP and associated system of work. Highly skilled in practical planning and analysis with strength in project management. Have a strong technical and methodological aptitude with an innate ability to analyze, coordinate and synthesize data with application in site.

Aggressive in identifying and resolving inefficient operational processes, strong team leader, able to motivate coworkers to achieve operational production rates while maintaining high safety methods and practices. Also excel in unpredictable and hectic environments.

**ACADAMIC BACKGROUND**: **BACHELOR OF TECHNOLOGY (B.Tech.) in Civil Engineering** Branch from TKM College of Engineering, Quilon, Kerala, India.

in the year 1986.

**Computer awareness:** Primavera 6, AutoCAD.

**Career History:** +30 Years experience(24 years in Gulf sector)

**2015 April-Till date**

**Best International Civil Construction L.L.C, Abu Dhabi,U.A.E.**

as a senior Project Manager.

Currently employed for a project G+3 Data Centre and other associated works for Emirates Integrated Networks(Du),U.A.E.

Responsible for costing, estimating, and project planning, preparing project interaction and documentation. Responsible for ensuring best values obtained for the project including supplier base by use of internal and external resources. Writing detailed and summarized project progress reports, identifying costing and processing of any contract variations, tracing activities against the detailed project plans, updating project plans to include agreed changes, producing accurate financial reports. Monitoring actual expenditure figures against project budgets. organizing and facilitating project operational meetings. Generating work packages and work interactions provided project support of all site activities.

Projects completed:(1)- G+2 Data Centre at Kalba,(2)- 2 mosques at Taweela island, Abu Dhabi

**2012 March-2015 March**:

**Global Engineering Solutions,Muscat,Oman** as a Resident Project Manager for executing projects in Oman.

Activated and coordinated in contracting services for the construction management of Civil works at Ibri for Date Palm Plantation project for Directorate General, Diwan of Royal Court under the scheme of One Million Date Palm Plantation Project.

Job activities includes activation of all management technique to utilize for project completion with scheduling and monitoring of all activities, preparation of all approvals, reports and submittals, applied safety management system for erection of steel structured water tanks, pumps etc. Organized transportation management, procurement of all material at site, preparation and submission of all monthly invoices and structured cost control management system with effective cash flow.

Motivated and organized site internal meetings with subordinates and higher level representatives, presented and activated schemes and schedules for smooth project completion. Initiated and developed task management techniques to face disasters, set and arranged all plant and machineries in time. Also comprise overall control of all activities of civil, irrigation and plantation works as a resident project manager.

**Project package activated:**

(1)Construction and completion of 9 nos., residential and Industrial buildings.

(2)Laying of 8 KM length of HDPE pipe network for irrigation system

(3)Erection of 2 nos.4500/1500 m3 GLS Tank and pump installation at 2 stations.

(4)Laying and fixing of 9.5 KM length chain link fencing.

**2011 March-2012 April**

**Aroma International Building Contracting, Dubai, U.A.E** as a senior Project Manager. Duties includes coordination of various project activities with all project Managers. Directly reports to managing director and presenting weekly and monthly progress records of all sites. Representing and attending meeting with clients and consultants for ultimate design issue. Instigated in preparation and finalization of all variations, follow up of all interim payments, coordinating in procuring and allocation of material and manpower to optimize project costs, overseeing cash flow and limiting all overall overheads.

**Project Activated:**

(1) G+B+8-Al Fattan Hotel,Palm Jumeirah,Dubai,U.A.E.

(2) Addl: G+1 Stores, Accommodation and office block for Dubai Police Head Quarters at Al Qusais,Dubai

**2006 Aug-2011 Jan**

**Middle East Foundation Group- Middle East Prestressing Division,Dubai,U.A.E.**

as a Project Manager for various projects for post tensioning works located in Dubai,Sharjah,Ajman and Ras Al Khaimah.

Duties comprise direct reports towards General Manager and Technical manager,attended management meetings and ISO assessment meeting for Quality Objectives, trained and instructed to perform total management control from tender preparation and relevant documentation to grounding and finalization of contractual documentation, scheduling and submission of related approvals, testing of materials, allocation of technical staff at various sites, represented and resolved various design issues and compromised with adequate solutions in site meetings with consultants, attended weekly meetings and presented programmed works scheduled, prepared progress reports, interim bills, variation orders etc. Coordinated and supported project engineers, site engineers for various issues at site, frequent follow up was done for site progress, material allotment, labor distribution for various projects at one time in an organized structure and discipline.

**Project Activated:**

(1) 4 towers -G+4P+24 Typical for Nasco,Sharjah-Al Ensha Consultants.

(2) The Prism Tower at Business Way-G+M+35 Typical+Helipad

(3) The Twin Emirates Financial Tower at Financial City,Dubai-G+4P+30 Typical.

(4) Five independent Block building-G+9+RF For Emirates Staff accommodation.

(5) G+6P+30+Roof-Residential apartment building,Al Nadha Sharjah.

(6) G+13 Residential Building at Al Nadha,Dubai.

**2002 Sept-2006 July**

**Al Shafar Contracting Company,Dubai as a Project Manager/Project Engineer**

Responsible for executing all works as per contract documents on time and within budget. Activated as a team leader supervised site management teamwork and sub contractors. Initialized in mobilizing and demobilizing, planning and scheduling of long term and short term site activities, utilized construction schedule and related documents. Monitored progress levels and assured all scheduled mile stones are achieved, verified construction cost and action placed to assure that projects stays in budget. Liaison with consultant, client and authorities for finalization of variation bills, approval of materials, prepared method of statements, final inspection and test reports and incorporated for routine quality checkups etc. Enforced all safety plans and regulations to achieve high quality work place condition, avoiding lost time, accidents and injuries and maintained high professional company image. Organized and established proper document control system, achieved high quality workmanship, utilized and enforced quality assurance control program.

**Project Activated:**

(1) B+G+3 Wellington school for Gems management at Al Safouh,Dubai,U.A.E.

(2) 42 Nos. G+1 commercial villa for Dubai Real Estate company(Ind: villa)

(3) G+3 Residential& Commercial building at Hor al anz,Dubai -420 apartments.

(4) B+G+12 Res/comm: building at Al Rafa,Dubai-60 apartment

(5) G+3 Commercial building at Al Qooz (in house project-12 shops+36 offices)

**1996 Dec-2002 Aug;**

**Al Qouz contracting Company, Dubai as a senior Project Engineer**

Activated in construction of group villas, individual villas, warehouses etc

**1994 Sept-1996 Dec:**

**Al Nakrah Contracting Company at Dubai-Site Engineer**

Activated in construction of 68 (G+2)Tenancy apartments

**1992 May-1994 July:**

**MITCO,Seeb,Oman as a Site Engineer**

Activated in construction of schools, colleges, mosques etc

**1986 April-1992 March:**

**Status Constructions, India as a Licensed Contractor**

Design& Build of small culverts, villas, schools, churches etc.