**CLARK**

[**CLARK.371417@2freemail.com**](mailto:CLARK.371417@2freemail.com)

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**BRIEF HISTORY:**

* I have been working in the construction industry for the past 13 years beginning from 2004 till present. Construction industry has been very good to me because it provides the greatest challenges in trying to start something from nothing and the joy it provides upon completing the project.
* I started working with Civil contracting company in Philippines and stayed in this industry for 2 years before working abroad which enhance my skills and abilities in the field of Engineering.

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**ACHIEVEMENTS:**

* While working as a Sub contractor, I did the layout design of Calista house model for the Crown Asia Citta Italia Subdivision, Bacoor, Cavite in 2004
* As an Engineer, I achieved and was able to complete the mock-up building of Type U and Type V building of Discovery Gardens, Mediterranean Gardens 1, Jebel Ali, Dubai - MED 7 Building 76 & Building 74 and handed the snagging works and test & commissioning of Phase 1.
* As a Construction Manager, I achieved and was able to complete the services at Water Park, Atlantis Palm Dubai. Upon completion of the Atlantis Project I was assigned to Index Tower which is a remarkable achievement. I was able to handover 502 apartments with complete signed off snaglists. After that achievement I was transferred to Al Zeina beach development which made enormous accomplishments to the company. Right after that accomplishment I was moved to St. Regis, Saadiyat Island Resort to lead the project and handover the same. I was then move to Al Bahar Tower to handle the Client for fit out works.
* As a Project Manager, I led and manage a company wherein direct order to Consultant, Contractors, Suppliers and relevant Authorities from designing until NOC building completion certificate.

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**EMPLOYMENT RECORD:**

**Air Liquide Group**

P.O. Box 16848 Jebel Ali Free Zone

Dubai, United Arab Emirates

July 2015 up to present

Job Designation: **Project Manager**

Project: **Construction of Offices and Industrial facilities**

Duties and Responsibilities:

* Acts as a Company representative with overall direction and manage of assigned Project Management contract
* Lead the planning and implementation of full scale of the project from start until completion
* Review and approve design documents, drawings, material submittal, construction activities, cross checking the Bill of Quantities submitted by vendors/contractors
* Oversees the project execution and controlling with constant monitoring in every aspect of the project
* Decide and define the project tasks, scope of work and resource requirements
* Manage project resource allocation and develop effective detailed strategic action plans
* Build and maintain the necessary communication channels among project team and stakeholders
* Ensuring that management is accurately and fully informed the detailed project costs as per budget
* Monitoring and controlling the budget cost, purchasing, engineering, accounting and construction functions as they adhere to the completion of the project
* Perform risk management to minimize project risk and measure project performance in accordance and compliance to the rules and regulations of Health and Safety Environment and other relevant Authorities
* Negotiating, issue and execute change orders (proposals) and manage variations from the BOQ and prepare revisions to original budget as a result of changes and revisions to work
* Schedule project timelines and track project deliverable using appropriate tools
* Present reports defining the project progress and identify solutions to the problems
* Leading and participating in regular schedule project staff meetings and managing closeout process
* Conducting a project evaluation review to assess the overall project operation
* Obtaining NOC permits and licenses from Authorities & negotiate contract agreements
* Dealing with relevant Authorities and delivering the project close out documentation

**DUTCO BALFOUR BEATTY GROUP**

**DUTCO, Complex Jebel Ali**

P.O. Box 233 Dubai, United Arab Emirates

September 2007 up to June 2015

Job Designation: **Senior** **Construction Manager**

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| Project:**Al Bahar Tower – Abu Dhabi Investment Council** Construction of 25-storey Twin Tower shaded by a transforming geometric façade in Al Saada, Abu Dhabi, United Arab Emirates  Project: **St. Regis, Saadiyat Island**  Five Star Resort- Construction of 380 room adjoining hotel, comprises 259 apartments and 33 luxury villas at  St. Regis Saadiyat Island, Abu Dhabi, UAE  Project : **Al Zeina Al Raha**  Construction of series 2-12 storey buildings, integrated complex of villas, retail outlet & community facilities with 779 Residential Apartments,116 Townhouses in Al Raha, Abu Dhabi, United Arab Emirates |  | Project : **Index Tower**  Construction of 80-storey multi-purpose tower of 25 floors offices, 40 floors apartments, 7 dedicated penthouses, 3 levels for exclusive retail outlets in Dubai Financial District, Dubai, UAE  Project : **Atlantis The Palm Dubai**  Seven Stars Resort - Construction of Two Hotel Towers linked by an Arch Integrated Resort in Palm Jumeirah, Dubai, United Arab Emirates |

Duties and Responsibilities:

* Management and coordination of all Project specifications, drawings and associated technical data, gaining the necessary approvals and ensuring the distribution and availability of the data where its need in support of the Project Quality is required.
* Overall in charge of all construction activities and execution and also leading the project construction team.
* Plan, organize, direct, control and evaluate construction projects from start to finish according to schedule, specifications and budget
* Plan and prepare construction schedules and milestones/KPI and monitor progress against established schedules
* Negotiate revisions, changes and additions to contractual agreements with architects, consultants, clients, suppliers and subcontractors
* Provide integral role in monitoring, directing & assisting the Project Management Team to achieve profitable project success, through strategic commercial planning and extensive project analysis
* Ensure compliance to quality/safety standard and other local regulations
* Ensure all Subcontractors are able to deliver resources as per programmed/site requirement.
* Responsible for interpreting and realizing the progress of the project and implementing the work force on job.
* Implementing the system, procedures and ensure timely execution and hand over the Project within the budget, cost and quality including Testing & Commissioning of all MEP works.
* Take actions to deal with the results of delays or emergencies at construction site to ensure that proper procedures are being carried out
* Coordinating all testing and commissioning activities and track any third party commissioning
* Responsible for direct liaison with the Client or Client representative at handover ensuring the availability and suitability of as fitted drawings and associated Operation and Maintenance manuals
* Ensure all documents are signed off with complete job completion certificate / TOC
* Conducts and attend meetings with Client, Consultant & Engineers
* Deals with general correspondences

**SEMBCORP ENGINEERS AND CONTRUCTORS MIDDLE EAST FZE**

Unit 251, LOB 15, Jebel Ali Free Zone

P.O. Box 17188, Dubai, United Arab Emirates

Job Designation: **Site Engineer**

Project: **Discovery Gardens Mediterranean Gardens 1** (April 2006 to August 2007)

Construction of Apartment Buildings G+5 (36 Buildings)

Jebel Ali Free Zone Area, Dubai, United Arab Emirates

Duties and Responsibilities:

* Responsible for undertaking and review the design and specifications in accordance with standard
* Involving in a large of responsibility with considerable independent judgment
* Review scope of works which include budgeting and justifying the change work order / variations
* Obtaining quotes from Suppliers and negotiate as necessary
* Planning and organizing the daily site activities for operatives and subcontractors
* Ensure proper implementation of approved shop drawings, plans and specifications
* Research and develop solution to problem and conflicts through timely and accurate interpretation of contract documents
* Monitors the site/construction progress with regards to KPI / Project milestone
* Prepares site progress report and daily inspection request ( RFI,WIR )
* Address problems that might be develop within contractors and consultant
* Liaising and dealing with any consultants, sub-contractors, supervisors, planners, quantity surveyors and the general workforce involved in the project;
* Resolving any unexpected technical difficulties, and other problems that may arise
* Monitors and controls the consumption and utilization of construction materials
* Ensures quality assurance on materials and site workmanship
* Coordinates with the installation of MEP services with Architectural finishes
* Controls, deals and attend weekly meeting with sub-contractors on site progress
* Ensure all testing and commissioning works, verify results/troubleshoot enable to meet the design intent and approved/signed by Consultant or Client representative.

**ELISHA MANPOWER SERVICES CORPORATION** (March 2004 to March 2006)

Las Piñas City, Philippines

Job Designation: **Area Engineer**

Duties and Responsibilities:

* Develops project objectives by reviewing project proposal and plans; conferring with the management
* Determines project specification by studying and preparing project design, customer requirements and performance standards; completing technical studies; preparing cost estimates
* Controls project plan by reviewing design, specifications and plan and schedule changes; recommending actions
* Planned and assigned routine activities and responds to special request and emergency situations.
* Prepared time sheets, routine and special reports, order parts and materials. Trains employees, review their work, and writes evaluation. Read blueprints, plans and schematics and layouts work.
* Inspect and participated in Client’s site walk and meetings.
* Prepares project status report by collecting, analyzing and summarizing information and trends
* Log and post all changes into field drawings (As Built)
* Review drawings submitted by main contractor and verify bill of quantities.
* Review contractor monthly progress valuation of work prior to invoicing.
* Maintained daily work records, material usage, and project status sheets.
* Preparing reports and provide daily/weekly updates to Construction Manager and Project Manager

**KNOWLEDGE AND SKILLS:**

* Strong leadership, organize, flexibility and team player
* Management Proficiency, working independently style with analytical skills
* Project management, Contract management, MS Projects and Primavera
* Expert knowledge of building products, construction details and relevant rules, regulations and quality standard
* Creative, resourceful , multitasking and motivate the Project team
* Knowledgeable in dealing and negotiating with Client and Consultant and Sub contractors
* Direct , open and deals with all types of problem
* Time management and decision making with critical thinking using logic to identify alternative solution to the problems
* Level knowledge and experience on the relevant quality standards such as system development
* Ability to provide Quality Assurance Services by undertaking compliance reviews in all quality related topics, comparing practice with documentation.
* Develop cross-functional audit and peer review techniques so that the optimization of best practice throughout the business can be assured..
* Excellence leadership to achieve/deliver the work within the deadline and budget cost
* With good human communication in verbal & written with assertive and non-compromising personality, good negotiation to other Contractor and analytical skills.
* Computer literate MS Excel, MS Word, AutoCAD 2d, 3d modeling/rendering and Internet surfing.

**SEMINARS AND TRAININGS ATTENDED:**

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| * Contracts Management and Administration (FIDIC)   Dubai, United Arab Emirates  November 2015 |  | * Primavera Project Management (P6)   Chicago Institute for Management  United Arab Emirates  December 2015 |
| * Project Management Professional   Zabeel International Institute of Management  Dubai, United Arab Emirates  October 2013 |  | * Green Building Standards for Selection of Sustainable Sites   Dubai, United Arab Emirates  August 2013 |
| * Protective Regulations for Transmission Lines   Government of Dubai - DEWA  Dubai, United Arab Emirates  September 2013 |  | * 3D AutoCAD Modelling/Rendering   Overseas Workers Welfare Administration  Dubai, United Arab Emirates  April 2007 |
| * SHEQ Awareness Training Program for Project & Construction Managers   BK Gulf LLC, Jebel Ali, Dubai  United Arab Emirates – June 2008 |  | * Earned Value Management   Dubai, United Arab Emirates  September 2013 |
| **PROFESSIONAL MEMBERSHIP:**  PMI – Project Management Professional |  | **EDUCATIONAL QUALIFICATION:**  Bachelor of Science in Engineering  Aquinas University of Legazpi  Rawis, Legazpi City, Philippines |
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**PERSONAL BACKGROUND:**

Civil Status: Married

Religion: Roman Catholic

UAE Visa Status: Employment visa