**APPLICATION FOR THE POST OF QUANTITY SURVEYOR**

I hereby submit my CV for the post of Quantity Surveyor in your esteemed company. I am **Currently Available in Dubai on Visit Visa** status and seeking for a carrier enhancement opportunity in Contracts, Commercial and Cost management disciplines in Middle East.

I am graduated with a degree in **B.Sc.(Hons) Quantity Surveying from the University of Moratuwa** Sri Lanka with a **First Class.** Further, I possess **5 years** of industrial experience in both contracting and consulting Quantity Surveying fields.

Moreover, I have become **Professional in Project Planning and Management** through a professional diploma in that area in order to achieve broader knowledge over **Project Planning and Management (MS Project, Primavera Project Management and Project Management Concepts)** aspect of the construction business.

Hence, I am looking forward to utilize my specialised skills in aforementioned post and I assure that I shall endeavour my very best in performing my duties to the utmost satisfaction of all my superiors and

**I am available for interview at any time and could start work immediately**.

I am looking forward to hear a favorable response.

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| **CURRICULUM VITAE – QUANTITY SURVEYOR**  **Chamalee**  [**Chamalee.371468@2freemail.com**](mailto:Chamalee.371468@2freemail.com) | | | |
| **CAREER OBJECTIVE** | | |  |
| To become a member of Royal Institution of Chartered Surveyors, and to be involved in new projects, which offers challenges, responsibilities and opportunities for future progression. | | | |
| **PROFESSIONAL PROFILE** | | |  |
| An ambitious and dedicated Quantity Surveying graduate who utilizes strong communication and interpersonal skills to establish excellent working relationships with clients and colleagues at all levels. An exceptionally well organized individual, who successfully prioritizes workload and manages time to fulfill multiple responsibilities simultaneously. A self- motivated individual who pro-actively pursues opportunities to gain new skills. | | | |
| **PROFESSIONAL EXPERIENCE** | | |  |
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| **1. KOALA (PVT) LTD [ Member of Nawaloka Holdings ]** | | | |
|  | No55, Negombo Road, Peliyagoda. | | |
| **Project Quantity Surveyor - From February 2016 to May 2017** | | | |
| Project | | * National Savings Bank Building at Mount Lavinia, Sri Lanka. (US$5 Million) | |
| Involvement | | * Preparation of interim valuations (including MEP and interior fit out works). * Evaluation & preparation of sub contractors’/ suppliers’ progress payments. * Preparation of extension of time claim and variations. * Preparation of project programs using MS Project and Primavera. * Project planning and progress monitoring works. * Material Reconciliation and other site record keeping work. * Preparation of Project Progress Reports. * Cost estimating and tendering work at the head-office. | |
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| **2.SAVISEVANA (PVT) LTD – CONTRACTING ORGANISATION** | | | |
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| **Quantity Surveyor - From Dec 2014 to January 2016**  **Under the supervision of Chartered Quantity Surveyor Mr. Hemantha Aponso** | | | |
| Projects | | * Extension to Suisse Hotel Building, Kandy, Sri Lanka. (US$3.5 Million) * Proposed Factory Building for Hydramani Group, Pudukuduirippu, Sri Lanka. (US$2 Million) | |
| Involvement | | * Preparation of interim valuations (including MEP works). * Keeping contemporary records. * Sub-contractor management work. * Valuation of variations. * Preparation of Cash flow Forecast and Price Fluctuation claims. * Material Reconciliation and other site record keeping work. * Cost estimating and tendering work at the head-office. | |
| **3. STATE ENGINEERING CORPORATION – CONSULTANCY ORGANISATION** | | | |
| 130, W. A. De Ramanayake Mw, Colombo 02, Sri Lanka. ( <http://www.secsl.lk/>) | | | |
| **Consultant Quantity Surveyor - From April-2012 to Dec-2014**  **Under the supervision of Chartered Quantity Surveyor Mr. D.N.A.Galappaththi** | | | |
| Project | | * Proposed 500 nos Housing Scheme at Angoda, Sri Lanka. (US$ 8.9 Million) * Construction of Administrative Building Complex, Colombo, Sri Lanka. (US$2.5 Million) * Alteration and Addition to Kandy Court Complex at Gatambe, Sri Lanka. (US$3 Million) * Housing Project for Urban Settlement and Development Authority, Lunawa, Sri Lanka. (US$ 10 Million) * Proposed Extension to Treasury Building at Colombo Fort, Sri Lanka. (US$2 Million) | |
| Involvement | | * Preparation of Engineer’s Estimate and preliminary estimations. * Taking Off quantities of MEP, Building and Civil works. * Preparation of BOQ s, tender documents and contract documents. * Tender evaluations and supplier evaluations. * Checking IPA and issuing IPC. * Cost analysis and cost planning using BCSI standard (NRM). | |

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| **4. PART TIME (UAE PROJETCS)** | | | | | | | | |
| Projects | | * Proposed 2B+G+12 Storey Resident Building at Al Barsha south third, Al Arjan, Dubai. * B+G+I+R Villa and Gym Block for Abdullah Abdulrahman Abdullah Aharif. | | | | | | |
| Involvement | | * Reading Drawings & Taking off Quantities (including MEP, Interior fit out Works and landscaping works). * Preparation of BOQs. | | | | | | |
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| **EDUCATIONAL QUALIFICATION** | | | | | |  | | |
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| * **B.SC. (HONS) DEGREE IN QUANTITY SURVEYING** from Department of Building Economics University of Moratuwa, Sri Lanka, which is **accredited by RICS, CICES, PAQS AIQS and NZIQS.** | | | | | | | | |
| * Completed the degree with a **FIRST CLASS (3.85 GPA)** and awarded **Five Dean Certificates** to acknowledge **the highest performance** in academic exams. | | | | | | | | |
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| **PROFESSIONAL QUALIFICATIONS** | | | | | |  | | |
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| * **Professional in Project Planning and Management - ( MS Project, Primavera Project Management and Project Management Concepts)** – CADD Center, Moratuwa, Sri Lanka (2015). * Attended for Annual Technical Session – 2016 on “Contract Law and Related Disputes” organized by CIDA. * Graduate Member of Institute of Quantity Surveyors Sri Lanka (IQSSL). | | | | | | | | |
| **DOCUMENTS FAMILIAR WITH** | | | | | |  | | |
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| * Standard Method of Measurement of Building works (SMM7) | | | | | | | |
| * Details Measurement for Building Works (NRM 2) | | | | | | | |
| * Civil Engineering Standard Methods of Measurement (CESMM 3 & 4) | | | | | | | |
| * Principles of Measurement International (POMI) | | | | | | | |
| * Sri Lankan Standard Method of Measurement (SLS 573) | | | | | | | |
| * ICTAD Conditions of Contract, Sri Lanka ( SBD versions) | | | | | | | |
| * FIDIC Conditions of Contract -1st Edition 1999 and 4th Edition 1987 | | | | | | | |
| **PUBLICATIONS** | | | | | |  | | |
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| * Anuruddhika, M.M.C., Perera, B.A.K.S. & Rodrigo, M.N.N. (2016). Management of Delays in Design and Build projects undertaken in Sri Lanka. In Proceedings of the 12th International Conference of the International Institute for Infrastructure Resilience and Reconstruction, (pp.191-198). Kandy: Faculty of Engineering, University of Peradeniya, Sri Lanka: IIIRR. | | | | | | | | |
| **SKILLS AND COMPETENCIES** | | | | | |  | | |
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| * Excellent working knowledge of MS-Office Suite (Word, Excel, Power point, Project), Bluebeam, Autodesk Design Review, PlanSwift, Primavera, Microsoft Windows, Internet and Email. * Excellent communication and presentation skills in English. * Negotiation skills and team working ability. * Contractual letter writing skills. * Contractual letter writing skills. * Organizing and Leadership skills. * Hard working and fullest commitment. * Strong analytical skills. | | | | | | | | |
| **CO-CURRICULAR ACTIVITIES** | | | | | |  | | |
| * Captain of Volleyball team - University of Moratuwa (2014-2015). * Best Volleyball Player (2015) - University of Moratuwa. * Member of Hockey team - University of Moratuwa. * University Colors for Volleyball (2012, 2013 & 2014). * University Colors for Hockey (2012). * Captain of Volleyball team - Visakha Vidyalaya, Colombo 05 (2007-2008). * School Colors for Volleyball (2007). * A member of Building Economics Students Society – University of Moratuwa. | | | | | | | | |
| **MY PROFILE** | | | | | |  | | |
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|  | Date of Birth | | | | : | 19th May 1990 | | |
|  | Gender | | | | : | Female | | |
|  | Nationality | | | | : | Sri Lankan | | |
|  | Current location | | | | : | Dubai, UAE | | |
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| **DECLARATION** | | | | | |  | | |
| I hereby certify the information furnished above true and accurate to the best of my knowledge. | | | | | | | | |