

**Avinash**

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**M I D D L E L E V E L P R O F E S S I O N A L**

**Q U A N T I T Y S U R V E Y I N G | P R O J E C T M A N A G E M E N T**

**-Scaling new heights of success with hard work & dedication and leaving a mark of excellence on each step; aiming for challenging assignments with a leading organization of repute, preferably in Construction industry**

**Location Preference: INDIA,UAE,OMAN,KUWAIT,QATAR**

**P R O F I L E S U M M A R Y**

**B.Tech. (Civil Engineering) with 9.4 years of commendable experience in:**

**~Project Management**

**~Procurement**

**~Contract Management**

**~Quantity Surveying**

**~Cost / Billing / Budgeting**

**~Site / Construction Administration**

**Capable of managing overall project life-cycle of international repute right from development to delivery encompassing planning, monitoring, overall inter-discipline co-ordination and**

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|  | **resource planning** |  |
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**Proficient in developing request for purchase quotes and reviewing procurement volumes by**

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| --- | --- | --- |
|  | **product class / customization / type, thereby identifying areas for win-win negotiation** |  |
|  | **strategy / frame contracts and finalising the same** |  |
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**Skilled in managing site technical administration involving estimation, site inspections,**

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|  | **techno-commercial negotiations and settlement of bills** |  |
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**Competent in managing contract (pre & post) activities involving techno-commercial studies (technical & commercial aspects), failure mode, cost benefit analysis and tendering (floating,**

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| --- | --- | --- |
|  | **analysis, negotiation, conclusion & close-out of contract)** |  |
|  |  |
| **Proven abilities in liaising with clients, vendors, contractors, sub-contractors, consultants** | |  |
|  | **and statutory bodies for optimal resource utilisation** |  |
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**Efficient organizer, motivator, team player and a decisive leader with the ability to motivate teams to excel and win**

**A R E A S O F E X P E R T I S E**

**Contract Management:**

**Assuring the effective management & implementation of Contractual deliverables Actively involved in variation order submission & approval**

**Procurement:**

**Conducting analysis and developing new budgeted cost for cross-checking the project viability**

**Formulating budgets, conducting variance analysis to determine difference between projected & actual results and implementing corrective actions accordingly**

**Project Management:**

**Tracking project activities with the key emphasis on quality, drawings, specifications,**

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| --- | --- | --- |
|  | **standards & codes; reviewing schedule & handling budget for cash flow requirements** |  |
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**Preparing the project evaluation framework to assess the strengths & identify the areas of improvement; ensuring that all activities are operated as per policies of organization**

**Site Management:**

**Looking after construction operations involving handling procurement, inviting quotations and codes analysis of rates and**



**stacking / storing raw materials to ensure uninterrupted supply as per pre-set standards**

**Inspecting field sites to observe and evaluating site conditions for availability of resources to collect data & measurements**

**Quantity Surveying:**

**Preparing cost proposals, contracts & documentation and responding to tenders & requests in a timely manner**

**Actively involved in conditions of contract and standard methods of measurements; drafting tender / contract documents and cost estimates including billing, variation / deviation proposals, claims, etc.**



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|  |  | **O R G A N I S A T I O N A L E X P E R I E N C E** |
| **Since Jun’08** | **Larsen & Toubro Construction, Hyderabad as Site Engineer / Planning and Billing Engineer at Dahej,** | |
|  | **Halol/Finishing Engineer at Bangalore/Convrgnt Value Engineering, Quantity Surveyor at Dubai** | |
| **Growth Path / Assignments Handled:** | | |
| **Jun’08 – Oct’09** |  | **Site Execution Engineer at Commercial Building for Phoenix** |
| **Site Oct’09 – Mar’12** | | **Billing Engineer at Rallis Agrochemical Plant, Dahej in** |
| **Planning** |  |  |
|  |  | **Department** |
| **Jan’11 – May’15** |  | **Planning & Billing Engineer at Torrent Pharmaceuticals Site,** |
|  |  | **Dahej in Planning Department** |
| **May’15 – June’15** |  | **Planning & Billing Engineer at Hero Motocorp Ltd, Halol** |
|  |  | **in Planning Department** |
| **June’15 – November’15** | | **Finishing Engineer at Prestige ferns Residency, Bangalore.** |
| **January’16-Till Date** | | **Quantity Surveyor-Post Contract in Covrgnt Value Engineering LLC., Dubai..** |



**Role: (Across the tenure)**

**Preparing:**

**o** **Monthly client bills & the certification of the same**

* + **Assessing interim Payment application for Building and Infrastructure work.**
  + **Preparation of Bill of Quantities in accordance with drawings and specifications for various Tenders.**
  + **Evaluation of the variations in Civil & Infra structure work.**
  + **Maintaining records of variation accounts.**
  + **Preparation of Monthly financial reports & cash flow.**
  + **Comparison statement for work progress and negotiation with Engineer for evaluation of Contractor’s payment application.**
  + **Tracking of Man power utilization against budget productivity and highlighting the variation.**
  + **Reconciliation for client supplied materials, bulk materials & specialized items**
  + **Subcontractor Bills, Work Orders LOI,s etc. in the System**
  + **Monthly client versus Subcontractor Reconciliation**
  + **MIS reports to be presented to the management**
  + **Job Cost Report (JCR) for keeping track of cost of project on monthly basis**
  + **Accepted Cost Estimate (ACE) before starting of the project to ensure profits.**
  + **Preparation of Contract Agreements for Sub-Contractors.**

**Interacting with the Site Team for ensuring field activities are carried out as per the drawings Conducting rate analysis**

**Performing revision of BOQ (Calculation of Quantities for all Items)**

**Calculating Estimate to Complete (ETC) on monthly basis for tracking the cost & margin of project**

**Organizing meetings with the clients and consultants for understanding the requirements and offering an appropriate solution for the same**

**Coordinating with the vendors for placing the orders**

**Monitoring the project status by preparing pictorial views**

**Executing Finishing works, joinery & landscaping works at the site.**

**Ensure that any contract warranty requirements are incorporated into relevant subcontract documents. Ensure adherence to all stated policies and procedures throughout the project stages.**

**Ensure effective and efficient utilization of resources in the Unit. Submit reports and other deliverables to the Project Manager. Perform any other duty as requested by the Project Manager.**



**Highlights:**

**Holds the merit of being rated as ‘TOP Performer’ in L&T consistently for 5 years (From 2010 to 2015)**

**Played a key role in adding new revenue streams by timely recognition and discussion of issues with clients & Management Received appreciation from clients Rallis India Limited, Torrent Pharmaceuticals Limited for executing Rallis Agrochemical**

**Plant & Torrent Pharmaceuticals Dahej.**

**ACADEMIC DETAILS**

**2015 B.Tech. (Civil Engineering) from J.R.N Rajasthan Vidyapeeth University with “B Garde”.**

**2008 Diploma (Civil Engineering) from Government Polytechnic Visakhapatnam, State Board of Technical Education & Training, Andhra Pradesh with 83%.**

**2005 Class X from Little Flowers Public School, Pendurthy, Board of Secondary Education, Andhra Pradesh with 86%**

**IT SKILLS**

**AutoCAD**



**MS Project**

**MS Word, Excel, PowerPoint and Internet Applications**



**E X T R A C U R R I C U L A R A C T I V I T I E S**



**Participated and won Regional Cricket Tournament twice**

**Cleared IT Awareness Exam with A Grade conducted by Indian Computer Institute Association**

**Bagged 1st Prize in Essay Writing Competition at Interschool Level**

**PERSONAL DETAILS**



**Date of Birth: 24th May 1990**

**Nationality: Indian**

**Marital Status: Single**

**Languages Known: English, Hindi & Telugu**

**No. of Dependents: 05**

**Passport Details: M3549512 (Issued at Surat. Valid up to 11’11’2024)**