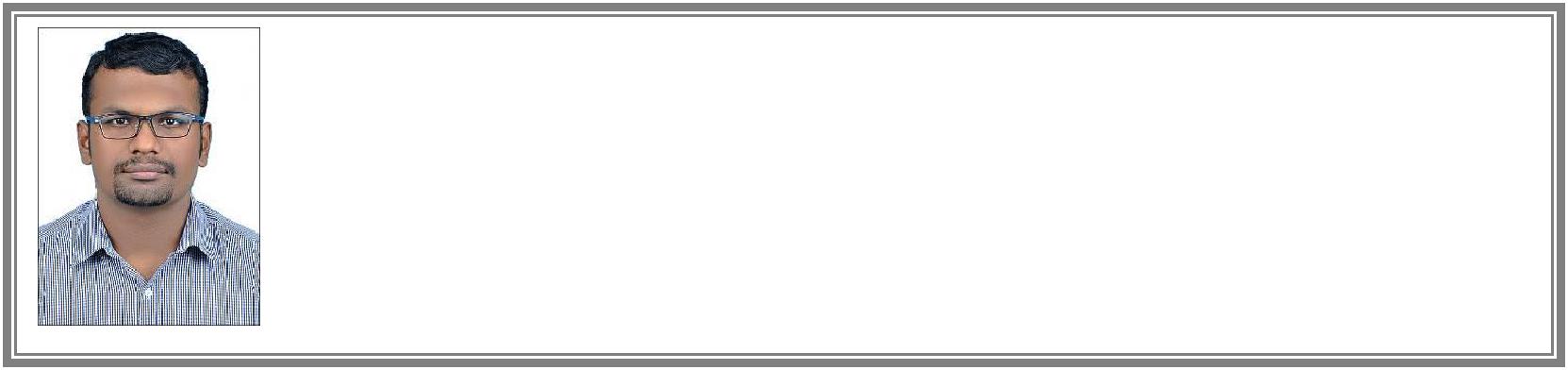
**SOORAJ**

 [sooraj.380992@2freemail.com](mailto:sooraj.380992@2freemail.com)

**To pursue a carrier in the field of Construction Project Planning along with a progressive organization that gives scope to enhance my knowledge, skills and to reach the pinnacle in the field of Construction Project Management with sheer determination, dedication and hard work.**

**Career Snapshot**



* A competent professional with 7+ years of experience in Construction Field
* A result oriented professional specialized in Project Planning & Estimation, Production Planning, Production Management, and Inventory Control.
* Conversant in scheduling with PRIMAVERA P6 (R8.3) & Microsoft Office-Project
* In-depth and hands-on experience in leading software products like Primavera P6 and MS Project
* Expertise in managing resource materials and man power
* Possess excellent, troubleshooting, interpersonal, relationship building and team building skills with proven ability in establishing procedures and managing resources

**Education**



* Certificate Diploma in Quantity Surveying from Institute of Quantity Surveyors in 2014
* International MBA in Operation Management from Ulyanovsk State University in 2013
* Diploma in Civil Engineering from Tamil nadu Govt. Technical Education Board in 2010

***IT Skills / Technical Skills***

* ***Primavera P6 from Zabeel International, Dubai, UAE*** *(Extensive Primavera software knowledge and expertise to perfect fit for an**organization, also specializes in setting up and implementing Primavera software applications for all types of businesses)*
* *AutoCAD (2007 to 2010)*
* *Archi CAD (v8.0 to v11)*
* *Micro station (2D)*
* *Well versed with MS-Office*

**Employment Details**



**Feb’2016 – Till date: Chicago Maintenance & Construction, Dubai, UAE as Planning Engineer**

**Client: GEMS Education**

**Consultant: NEB, MEECON, PRIME Engineering & Griffin**

**Scope of work: Construction of G+3 Building (School Project)**

**Project Cost: 405 Million (AED)**

**Key Result Areas**

* Preparation of detailed programme, daily monitoring & S- curve, Resource Analysis, Material & document Status.
* Review and approval of subcontractors’ programme with respect to the master programme
* Preparing Cash-flow and Manpower histogram based on agreed BOQ quantity and project duration.
* Preparing the procurement trackers for activities like precast structures, aluminum windows, façade, MEP long lead items and others.
* Monitoring the procurement trackers & emphasizing need for accelerating the procurement.



**1 |** P a g e

* Resource reallocation in-case of change in critical path activities.
* Organizing weekly meeting with the contractor & setting target dates & timelines.
* Initiating & preparing a Notice of Delay(NOD) report when there is constrains for activity to complete
* If there is any deviation from the planned productivity highlighting to Project Manager & forwarding to cost control department for preparing CVR report.
* Finalizing EOT from analyzing NOD’s and assisting QS for concluding the cost.
* Preparing monthly manpower projection for Procurement department for hiring operatives
* Preparation of the Look ahead Schedule that effectively drives and control the Project
* Preparation of Accelerated programme & preparing substantial.
* Preparation of the Project Construction Reports (Daily, weekly, Monthly), which includes the Measuring the progress Performed and compare the Baseline Plan Vs Actual Progress to analyze the delay.

**June'2014 – Feb’2015: Centre for Construction Management, Kerala, INDIA as Quantity Surveyor**

**Client: Arab Companies**

**Scope of work: Construction Management on Gulf Plans**

**Key Result Areas**

* Preparation of measurement sheet and assists in Taking off quantity
* BOQ Preparation for tenders
* Prepare Reinforcement schedule for estimating
* Assisting to track the delivery of contract documents
* Identifying the un-spelled items in the original BOQ and preparation of the extra work claims.
* Prepares comparative statements for quotations from Suppliers and Subcontractors
* Preparing estimation sheets, Quotation, invoices
* Final Bill Preparations

**April'2012 - June'2014: Mosmetro India Pvt Ltd & Gammon India Ltd, Chennai, INDIA as Planning Engineer**

**Client: Chennai Metro Rail Project (CMRL)**

**Consultant: Embye (General Consultant)**

**Scope of work: Design and Construction of Underground Stations and Associated Tunnels, Package-UAA 02 & 03**

**Project Cost: 4000 Million (INR)**

**Key Result Areas**

* Preparation of detailed schedule, daily monitoring & S- curve, Resource Analysis, Material & document Status.
* Preparation & Implementation of the Progress Measurement System as per Progress Measurement Procedure, & Schedule Levels, Work break down Structure, assign milestones and constraints by using Critical Path Method (CPM).
* Responsible for attending all the queries and clarification from client regarding the Planning/scheduling.
* Preparation of the Look ahead Schedule that effectively drives and control the Project
* Clearly Identify the Procurement & Construction Activities, Manpower, Tools, machineries & Equipment requirement of each works.
* Managing the Work Breakdown Structure for the wells by ensuring proper cost coding and reporting.
* Preparation of the Project Construction Reports (Daily, weekly, Monthly), which includes the Measuring the progress Performed and compare the Baseline Plan Vs Actual Progress to analyze the delay.
* Monitoring and Update the day-to-day site activities, manpower, Equipment’s Utilization and Construction activities.
* Finalizing the Documents formats and Billing Procedure with the client Project Control Team
* To maintain the Client requirements in the Updated Schedule by checking the Schedule logic file generated from Primavera P6.
* Following Corporate HSE & Quality Procedures

**March'2011 - April'2012: Gammon India Ltd, Davangere, INDIA as Planning/Site Engineer**

**Client: National Highways Authority of India (NHAI)**

**Consultant: Inter Continental Technocrafts Pvt Ltd**

**Scope of work: Rehabilitation and Upgrading of Harihar-Haveri Section (KM 284 - KM 340) Balance work, Package-5 of NH-4**

**Project Cost: 210 Million (INR)**



**2 |** P a g e

**Key Result Areas**

* Study of Engineering drawings and technical specifications
* Involved in all site activities, Inspections and Technical issues during project execution
* Prepare the Daily Diary, Weekly & Monthly Project site Reports.
* Define the WBS Levels & Activity code Levels for having effective control over the project.
* Preparations of two week look ahead schedules / Predecessors & Successors Activity reports.
* Identifying the Areas of concern and Critical path of the project
* Advice construction team about project critical activities on periodic basis.
* Monitor labor productivity by means of productivity report.
* Reporting to Site Manager & Corporate Planning Manager

**Professional Trainings**



* Project Management Professional
* Lift Operations and handling in Construction field
* Parts of Cranes and its operation
* Risk Evaluation based on Probability & Severity Analysis, Tools and techniques to minimize the risk
* Fall Protection in Construction

**Personal Details**



Date of Birth: Languages Known: Nationality: Marital Status Passport Status: Driving

22nd October 1988

English, Malayalam, Tamil and Hindi

India

Single

Employment Visa

**Declaration**



I hereby declare that all the above information is true to the best of my knowledge and belief and I assure of my confidence, that if given an opportunity I will prove to be an asset of your esteemed organization.

Yours sincerely

SOORAJ

**3 |** P a g e