

**ARMAN**

Email : [arman.387253@2freemail.com](mailto:arman.387253@2freemail.com)

POST APPLIED: **QA/QC Manager,** **Senior QA/QC Engineer, Internal Auditor**

Years of Experience: 15 Years in Civil Construction Plus 12 Years in QA/QC Management

EDUCATIONAL BACKGROUND:

**BACHELOR OF SCIENCE IN CIVIL ENGINEERING**

University of Mindanao, Philippines

**SUMMARY:**

Experienced Quality Assurance Quality Control Manager with a demonstrated history of working in the Civil Engineering Industry. Strong Quality Assurance Professional with Internal Audit Certification focused on internal audit. With 15 year experience in civil construction industry and 12 Years in Quality Assurance and Quality Control Management in multi-purpose buildings and infrastructure projects. Skilled in Quality Supervision & Inspections in various Specialized Installations; Fit-Out & Joinery/Furniture, Decorative Steel, Façade, Decorative Glass, Aluminum Cladding, Painting Works and other Architectural Installations where quality expertise matters.

**COMPETENCY with TRAINING Certificates:**

* Certified ISO 14001:2015 EMS Auditor / Lead Auditor
* Certified ISO 9001: 2015 QMS Auditor / Lead Auditor
* ISO 9001:2008 Internal Audit
* Project Management Professional
* Project Management (Primavera 06)
* Introduction to OHSAS 18001 (Occupational Health and Safety)
* AutoCAD w/ UAE Certificate
* ACONEX EDMS
* Computer Literacy (Microsoft Word, Excel, Outlook)

**CAREER OBJECTIVES:**

* To work in an organization that will utilize my expertise, knowledge and competence and contribute growth and success.

**SKILLS:**

* Highly motivated, experienced and efficient in dealing with people and handling numerous projects, where leadership and skills is key factor.
* Experienced to work under pressure
* Critical Thinker to weigh the pros and cons of different solutions and

Come up with the best decisions.

* Willing to be trained if opportunities is viable.
* Committed to serve with loyalty, professionalism and transparency.

**WORK EXPERIENCE SUMMARY:**

UNITED ARAB EMIRATES:

Employer: **Teejan Trading and Contracting LLC**

General Civil Construction Industry

Inclusive Dates: January 2017-Present

Location: Abu Dhabi, UAE

Position: **QA/QC Manager – Projects**

Projects:

* Eclipse Twin Towers
* Al Raha Residential Buildings

Duties and Responsibilities:

* Conduct QA/QC Kick-Off Meeting for every project to ensure that all departments and individuals working are aware of their duties and responsibilities with respect quality requirements of certain projects.
* Conduct Quality Induction for each new individual and Sub-Contractors entering the site to be fully aware of quality protocols and project quality requirements.
* Maintaining, Implementing and Updating Quality Management System (QMS) in accordance to findings and improvement policy of the company.
* Preparation and Updating Project Quality Plan (PQP) as per project requirements, factual and realistic development at site.
* Preparation, Maintain and Update all QA/QC Related Logs; IR & MIR, Concrete Cube Report, MAR, ASD, NCR and other documents.
* Inspect, Verify, Investigate, Review, Issuance of NCR and Closure of Non-Conformity Activities on site.
* Monitor and Update progress and development of site activities.
* Preparation and Update of Weekly and Monthly Report for Internal and External requirements.
* Preparation of Minutes and Agenda of Meeting for Weekly and Monthly Client’s Progress Meeting.
* Preparation, Review and Approval of Pre-Qualification Documents, Material Submittals, Method Statements and other Related QA/QC Documents under my responsibility.
* Monitor, Surveillance and Evaluate the Performance of my QC Engineers working under my responsibility for their competence, upgrades and promotions.
* Internal Audit of Sub-Contractor’s Performance and Competence to ensure that they are in compliance to project specifications and local authorities requirements.
* Coordinate with the Project Manager for any quality issues on site and discuss the proposed corrective action if it is feasible.
* Investigate, Evaluate and Closure of External NCR’s from the Engineer.

Employer: **Shapoorji Pallonji Middleast LLC**

General Civil Construction Industry

Inclusive Dates: March 2015 – January 2017

Location: Dubai, United Arab Emirates

Position: **LEAD QA/QC Engineer - Projects**

Projects:

* Rove Hotels

Rove Hotels Hospitality LLC

Client: EMAAR

* Army Phase – II Project

9 Residential Flats (10 Floors + Roof)

Al Quoz 4, Dubai, UAE

Client: MERAAS Holdings

* MERAAS 300 Villas Project

Al Ain Road, Dubai

Client: MERAAS Holdings

Duties and Responsibilities:

* Implementing Quality Management System (QMS) in accordance to Company’s mandate and instruction.
* Updating Project Quality Plan (PQP) as per project requirements, factual and realistic development at site.
* Preparation, Maintain and Update all QA/QC Related Logs; IR & MIR, Concrete Cube Report, MAR, ASD, NCR and other documents.
* Inspect, Verify, Investigate, Review, Issuance of NCR and Closure of Non-Conformity Activities on site.
* Monitor and Update progress and development of site activities.
* Preparation and Update of Weekly and Monthly Report for Internal and External requirements.
* Preparation of Minutes and Agenda of Meeting for Weekly and Monthly Client’s Progress Meeting.
* Preparation, Review and Approval of Pre-Qualification Documents, Material Submittals, Method Statements and other Related QA/QC Documents under my responsibility.
* Monitor, Surveillance and Evaluate the Performance of my QC Engineers working under my responsibility for their competence, upgrades and promotions.
* Internal Audit of Sub-Contractor’s Performance and Competence to ensure that they are in compliance to project specifications and local authorities requirements.
* Conduct Quality Induction for Sub-Contractors before performing their specific tasks, to ensure that they are aware of the quality protocols and understand the quality documentation.
* Coordinate with the Project Manager for any quality issues arises on site and discuss the corrective action to be taken.
* Investigate, Evaluate and Closure of External NCR’s from the Engineer.

Employer: **Delta Emirates Contracting LLC**

General Civil Construction Company

Inclusive Dates: March 2014 – March 2015

Location: Dubai, United Arab Emirates

Position:  **Senior QA/QC Engineer**

Projects:

* The Living Legends

12 Residential Towers

Client: Tanmiyat Global

Al Barari, Dubai, UAE

* Tenora Hotel Apartment

Dubai World Central

Client: DAMAC Properties

Jebel Ali, Dubai, UAE

Duties and Responsibilities:

* Implementing Company’s Policy stated under the Quality Management System on site.
* Maintain and Review the Project Quality Plan in compliance to project requirements and changes that may affect some provisions to be obsolete.
* Review of Sub-Contractors Submittals before handing over to the Engineer for Approval.
* Coordinate with Construction Team for any occurrences of non-conformance and resolve the issue at the earliest.
* Issuance of Non-Conformance Report if such occurrences had been neglected and/or ignored causing cost and time impact to the project.
* Quality Monitoring and Supervision of Sub-Contractors Activities on site.
* Prepare Method Statements for specific Activities that requires detailed information of execution.
* Prepare Method Statements for various activities that requires detailed information of execution.

Employer: **Advaced Industries Group (AIG)**

(Haseeb Rasoul FZC & Specialized Metal Systems FZC)

Interior/Fit-Out, Joinery & Furniture, Decorative Metal/Glass Fabrication and Installation (Hamriyah Free Zone, Sharjah, UAE)

Inclusive Dates: July 2010 – March 2014

Location: Dubai and Abu Dhabi

Position: **Projects Senior QA/QC Engineer**

Projects:

* Dubai International Airport Terminal 3 Expansion Project

Dubai, United Arab Emirates

* Dubai Police General Headquarters

Al Awir, Dubai, UAE

* Cleveland Clinic, Abu Dhabi

Al Sowwah Island, Abu Dhabi

Green Building Council / LEED Compliance Project

Client: Mubadala / Aldar Properties

November 2012 – January 2014

* Central Market Redevelopment Project

Central Market, Abu Dhabi, UAE

Client: Aldar Properties LLC

June 2011 – November 2012

* Saadiyat Island SB-12 Beach Villas Project(92 Villas)

Saadiyat Island, Abu Dhabi, UAE

Client: Tourism Development and Investment Council (TDIC)

January 2011 – June 2012

* Presidential Flight - State Guest Reception Terminal

Abu Dhabi International Airport Terminal

Abu Dhabi, UAE

Client: Abu Dhabi International Airport Authority

July 2010 – March 2011

* Al Wahda Mall – 2 Extension Project

Al Wahda Mall

Abu Dhabi, UAE

Client: Al Wahda Club

July 2010 – October 2011

**Duties and Responsibilities:**

* Maintain and Review the Project Quality Plan in compliance to project requirements and changes that may affect some of the provisions to be obsolete.
* Site Activities Monitoring, Control, Inspections and Investigation to ensure that installations are carried out in accordance with the Approved Shop Drawings,

MS, Project Specifications and Local Authorities Compliance prior to hand-over to the Engineer.

* Inspections of Delivered Materials compliance to Approved MAR.
* Preparation of Method Statements for each activity to be carried out on site and get the approval of the Engineer prior to commence.
* Preparation and Update of Logs & Reports Related to QA/QC; Inspections & Materials, Shop Drawings, MS, Progress Report and other related documents.
* Factory inspection to monitor the progress, completion and delivery of finish products for site installation.
* Coordinate with the Factory for the program and delivery of finish products.
* Report any Non-Conformity of delivered Products to factory for remedial action and/or disposal if no remedial action is possible.
* Handing-Over each completed installation to the Main Contractor.
* Prepare and Submit Work and Material Inspections for each Completed scope for Engineer’s Approval.
* Prepare Operation and Maintenance Manual for each scope handed over to the Engineer.

Employer: **Emirates Belbadi Contracting LLC**

(Civil Construction Industry)

Inclusive Dates: October 2006- June 2010

Location: Abu Dhabi, UAE

Position: **Senior QA/QC Engineer**

**Projects:**

* Residential and Commercial Building Tower

REEM Island, Abu Dhabi, UAE

Client: H E Ahmed Juma Hassan Juma Al Zaabi

November 2009 – July 2010

* One @ Business Bay

Business Bay, Dubai UAE

Client: Omniyat Properties LLC

March 2008 – October 2009

* Rufi Twin Towers

Dubai Sports City

Emirates Road, Dubai, UAE

June 2007 – February2008

* Cricket Stadium

Dubai Sports City

Emirates Road, Dubai, UAE

Client: Dubai Sports City

October 2006 – February 2008

**Duties and Responsibilities:**

* Implementing Company’s Policy stated under the Quality Management System on site.
* Maintain and Review the Project Quality Plan in compliance to project requirements and changes that may affect some of the provisions to be obsolete.
* Site Activities Monitoring, Control, Inspections and Investigation to ensure that works are carried out in accordance with the Approved Shop Drawings, MS, Project Specifications and Local Authorities Compliance prior to hand-over to the Engineer.
* Inspections of Delivered Materials compliance to Approved MAR.
* Preparation of Method Statements for each activity to be carried out on site and get the approval of the Engineer prior to commence.
* Review of Sub-Contractors Submittals before handing over to the Engineer for Approval.
* Preparation and Update of Logs & Reports Related to QA/QC; Concrete Reports, Inspections & Materials, Shop Drawings, MS, Progress Report and other related documents.
* Coordinate with Construction Team for any occurrences of non-conformance and resolve the issue at the earliest.
* Issuance of Non-Conformance Report if such occurrences had been neglected and/or ignored causing cost and time impact to the project.
* Quality Monitoring and Supervision of Sub-Contractors Activities on site.