**Gulfjobseeker.com CV No:** **643956**

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Personal Details

Nationality : Indian

Gender : Female

Date of Birth : 30/05/1970

Career Objectives/Personal Statement/Profile/Summary

Looking for a good international exposure in Civil Engineering with special emphasis on modern trends in the construction field and the methods of quantity surveying

Education /Professional Qualifications

Month/Year : 08/1987 to 07/1991

Qualification Obtained : Bachelor of Technology in

Civil (**B.Tech**) Engineering with First

Class

Additional Qualifications 1. Microsoft Office 2000

Auto Cad 2007

2. Knowledge of FIDIC, POMI &CESMM3

**Employment History**

Dates-Dates : 1/06/2007 – till date

Employer/Organization : **AL TURATH ENGINEERING CONSULTANCY**

Position Grade : **Quantity Surveyor**

Role and Responsibilities

:

Preparation of BOQ based on drawings and Principles of method of measurements (POMI)and (CESMM3) including quantity take off & preparation of general & technical Specifications and conditions of contract for Buildings like RTA Offices, DEWA buildings-Construction of Employees accommodation buildings at Jebel Ali -3P+G+17 stories , Head Quarters buildings for Sharjah Transport ,Office units for DU- Emirates telecommunication corporation buildings and private buildings like Hydra projects-G+4P+42 Stories and RTA Road works for R-858, Improvement of Al Kuwait road –Al Mankhool Road Junction, R-827-Levelling & Roads in Oud Al Muteena, R-902-4-Improvement of Emirates Road Stage-2-phase 4-Murgham Road, R-860-Additional Works around Al Quse park and Ride metro station, R-804-Roads & footpath in Al Safa-2, Al Manara, Umm Al Sheif etc

* Quantity take off for Buildings- Structural, Architectural and MEP works-Electrical , HVAC , Plumbing and Water supply and Road works.
* Preparation of Cost Estimates for buildings based on current market rates.
* Conducting capability studies of contractors and suppliers based on their previous experience and capacities including plant and machineries.
* Evaluation of Tenders submitted by contractors for different works and preparation of tender report, after analyzing the tenders and recommendation of contractor for the works
* Certify contractor’s payment bills and variations based on original tender documents and Resident engineer’s recommendations, and forwarding to the clients for payments.
* Attending and clarifying the technical queries forwarded by contractors
* Analysis of the various claims submitted by the contractors for extension of time , Additional cost etc.
* Preparation of invoices for Consultancy services, for tender documents and site supervision charges from the client like DEWA and Dubai Municipality.

Dates-Dates : **21/12/2004 – 31/05/2007**

Employer/Organization : **OGER DUBAI,**

Position Grade : **Quantity Surveyor**

Role and Responsibilities

:

Preparation of tenders for wide range of buildings from small to high rise, commercial and residential, like U.A.E University buildings, Al Ain, phase 1 & 2 ,**Buildings by Daman** at DIFC ,Dubai - 4B+G+4P+20 Storey office building +60 storey Residential buildings ,Tender amount-Dhs-1.25 billions ,**Churchill tower** -3B +G +3P +42 /56 storey commercial/office & Residential building on plot.No.BB.A05.002,Business Bay, Dubai for M/S. Emirates National Investment (LLC ) , **Mixed use developments**- 4B +G +5P+56 (Office +Residence +Hotel ). **Lamtara twin towers**-3B+G+10P+95 Residential buildings &3B+G+85 Office building at Shaikh syed Road ,**Villas**, **Ware Houses** etc, this includes:-

* Hands on experience in reading technical data and quantity take off for structural & Architectural part.
* Evaluating quotations of different subcontractors/Suppliers & making comparison statements based on specifications, BOQ & Drawings.
* Pricing for all civil activities & arriving at the final figure for tenders
* Preparation of Bill of Quantities and submission of tenders.
* Preparation of Variation works for job in hand projects.
* Analysis of the subcontract quotations based on specifications, BOQ & IFC drawings & making Comparison statements for awarding subcontract works, negotiation with subcontractors & procuring materials for job in hand projects.
* Monthly statement and preparation of bills for submission of payment.
* Certification of subcontractors bill.

Dates-Dates : 1/8/2001 -15/12/2004

Employer/Organization : **Eastern International**

UAE

Position Grade : **Quantity Surveyor**

Role and Responsibilities :

Preparation of tenders for commercial, residential & Govt. buildings , Ware houses ,Villas and Petrol filling stations .This includes:-

* Quantity take off for structural & Architectural part. Evaluating quotations of different subcontractors/Suppliers & making comparison statements based on specifications, BOQ & Drawings.
* Pricing for all civil activities & arriving at the final figure for tenders
* Preparation of Bill of Quantities and submission of tenders.
* Preparation of Variation works for job in hand projects.
* Preparation of subcontractors bills
* Preparation of cost plans – budget preparation
* Supervise &co-ordinate assistant QS’s work

Dates-Dates : **28/02/93-30/06/2001**

Employer/Organization : **PWD, Government of Kerala, India**

Position Grade : **Assistant Engineer**

Role and Responsibilities

* Preparation of estimates for Govt.buildings including hospitals, colleges & rest houses using standard book and schedule of rates
* Evaluation of tenders for Govt.Buildings
* Checking & certifying interim valuations
* Supervise & co-ordinate overseers work
* Preparation of tenders for buildings & roads
* Site supervision & check measurement
* Testing of soil ,concrete and load test on piles
* Preparation of letters using MS-Word and Excel