**Namachivayam**

[**Namachivayam.260081@2freemail.com**](mailto:Namachivayam.260081@2freemail.com)

Quantity Surveyor

**CAREER OBJECTIVE:**

* My goal is to become associated with a company where I can utilize my skills and gain further experience while enhancing the company’s productivity and reputation.

**CAREER SUMMARY:**

* Expertise in handling the entire project life cycle right from inception till completion carrying out the cost and material planning.
* A Diploma in Civil Engineering graduate with 8 years of experience as quantity surveyor in various construction projects.
* Hands on working experience on the preparation of bill of quantities (BOQ), Evaluation and coordination with the Vendors.
* Expert in tracking the budget with all the variations, projecting the changes to the management.
* Good in supplier and subcontractor management and processing the payments while ensuring the quantity of materials received
* Excellent communication and supervising skills with a great passion to meet the objectives of the organization My goal is to become associated with a company

**WORK HISTROY:**

**Jul 2008 – Present Quantity surveyor**

**(ETA – ASCON) Associated Constructions and Investment LLC, UAE**

**Project: Al Ghurair Centre-Phase II, Dubai**

**Client: M/s Al Ghurair Centre**

* Preparing Staff, Labour & Machinery consumption details on Daily basis.
* Preparation of monthly Interim Valuation & Coordinate with Consultant’s Quantity Surveyor for the Clarifications and approval
* Evaluation of Sub-Contractor payment applications and issuing Payment certificate
* Attending Meeting with Client & Consultant for QS related issues
* Preparing Final account with close out documents
* Nominated & domestic contractors Discharge Letter and their Final account preparation.
* Undertaking cost analysis for repair and maintenance project work
* Negotiation on Domestic subcontractor Variations

**Project: Al Ruwais Palace, Abu dhabi**

**Client: M/s Department of the President’s affairs**

* Preparation of monthly Interim Valuation & Coordinate with Consultant’s Quantity Surveyor for the Clarifications and approval
* Evaluation of Sub-Contractor payment applications and issuing Payment certificate
* Undertaking cost analysis for repair and maintenance project work
* Feasibility studies
* Attending Meeting with Client & Consultant for QS related issues
* Working to keep the project within the budget

**Project: Borouge Innovation Centre, Abu dhabi**

**Client: M/s Abudhabi National Oil Company [ADNOC]**

* Assist the SQS in project cost monitoring and forecasting.
* Invoice, Variation tracking
* Updating Subcontractor, Client payment status log
* Regular site visits to check ongoing work scopes to study the site conditions and productivity parameters to accurately estimate the jobs.
* Quantity Take off and compare with Bill of Quantities.
* Negotiation on Domestic subcontractor Variations

**Project: 3No’s High Rise Silos, Jebel ali FZ, Dubai**

**Client: M/s Al Khaleej Sugar**

* Regular site visits to check ongoing work scopes to study the site conditions and productivity parameters to accurately estimate the jobs.
* Monitor and update ongoing works of all jobs and assist for cost update
* Assist in preparing statement of final accounts
* Negotiation on Domestic subcontractor Variations
* Invoice, Variation tracking
* Updating Subcontractor, Client payment status log
* Capturing Photos during Slip-form concrete pouring on exact time
* Labour Productivity work

**Project: Dubai Business Park, Business bay, Dubai**

**Client: M/s Dubai Properties**

* Labour Productivity work.
* Studying of Tender drawings, specification, conditions of contract, instructions to tenders, circulars and all other relevant issues.
* Measurement of Quantities and compare the BOQ as per tender drawings and Specification
* Reviewing tender/construction drawings and check any discrepancies in quantities
* Take-off quantities of major materials for procurement
* Reconciliation of Steel & Concrete

**Project: Al Manara Tower, Business bay, Dubai**

**Client: M/s ETA Star Properties**

* Take-off quantities of steel reinforcement from structural drawings
* Assist in preparation of BOQ and pricing for Variation works.
* Assist the SQS in processing the monthly site payment applications from the Subcontractors/Suppliers.
* To review daily work allocation sheet against DLR and verifying for changes if any.
* Update the project labour consumption details in ERP on daily basis
* Preparation weekly labour productivity report and forward to the resource dept.
* Update the progress validation in ERP for every month

**Jan 2008 – Jun2008** **Quantity surveyor - Trainee**

**ETA-Star Property Developers Ltd, Chennai, India**

* Practicing on basic of Quantity surveying
* Verify Subcontractor’s quantities during the interim payment applications
* Measurement of quantities from AutoCAD drawings
* Measurement of completed works on site

**Oct 2006 – Dec2007** **Site Engineer**

**ABC Constructions, Mannargudi, India**

* Monitoring the Construction of building work progress and keeping record on daily basis.
* Updating the work progress to The Manager
* Allocating Resources Marking Levels & taking site measurement after completion of works.

**Jul 2005 – Sep2006** **Technical Assistant**

**Tamilnadu Highway Department (Projects), Tanjore, India**

* Writing M-book for billing to the Contractor every end of month.
* Monitoring the Construction of Bridges & Roads work progress and keeping record on daily basis.
* Updating the work progress to The Junior Engineer

**EDUCATION:**

Jun 2003 – Apr 2005 **Diploma in Civil Engineering**

78% of Marks, Pattukkottai Polytechnic College, Pattukkottai

Jun 2001 – Apr 2003 Higher Secondary Course – Computer Science

60% of Marks, National HSS, Mannargudi

Jun 1991 – Apr 2001 SSLC – General Education

75% of Marks, Govt. High School, R.G.Puram & R.N.Puram

**CO CURICULAR ACTIVITIES:**

* Pollution Control and Industrial Effluent Treatment
* Diploma in Auto CAD

**COMPUTER SKILLS:**

* MS Office, Auto CAD, Xpedeon, ERP

**TRAINING:**

* FIDIC Contracts & its Management – Dubai Institute of Business Management
* LC & Import Export Documentation – Dubai Institute of Business Management
* Measurements And Quantities – AEDC
* EOT Claims & Variations - AEDC
* Latest Construction Techniques - AEDC
* ISO Awareness Program – AEDC
* OHSAS 18001-2007 Awareness – AEDC

**PERSONAL PROFILE:**

Languages Known : English, Hindi and Tamil

Visa Status : Residence – Company sponsorship (Transferable)

Notice period / Availability : Not reqd. / Immediate

Date of Birth / Age : 24-Jun-1986 / 29

Nationality : Indian

Marital status : Married

**DECLARETION:**

I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

Date: