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nladissanayake@gmail.com

Riyadh, Saudi Arabia.

# NADEESH LAKMAL

Quantity Surveyor / Cost Manager

January 26, 2025

Dear Sir/Madam,

I am pleased to submit my application for the position of Quantity Surveyor/Cost Manager at your organization. With **ten (10) years of experience** in cost management and quantity surveying, I possess the confidence, knowledge, abilities, and competence necessary to address any situation with professionalism and efficiency.

Throughout my career, I have consistently demonstrated a strong work ethic, attention to detail, and a commitment to delivering high-quality results. I am skilled in utilizing various engineering software and tools, and I have a proven track record of successfully implementing cost-saving measures without compromising on quality or safety. I am adept at using various software, such as AutoCAD, Revit, CostX, Planswift, Microsoft Office, and Primavera P6. And also, I am using various methods of measurement, such as NRM 1 & 2, POM (I), and CESMM 3 & 4 for pricing and preparing the BOQ.

I hold a Higher National Diploma in Engineering (B-TECH) and constantly updating my knowledge and skills through experience. Moreover, my ability to effectively communicate and collaborate with cross-functional teams has been key to my success in managing complex projects.

I am eager to bring my expertise, dedication, and passion for quantity surveying to your organization. I am confident that my qualifications make me a strong fit for the Quantity Surveyor role, and I look forward to the opportunity to contribute to your team's ongoing success.

Currently I am available in Saudi Arabia for **immediate joining with a transferable Iqama**, and I would be pleased to provide any additional information or references upon request. Thank you for considering my application.

Sincerely,

**Nadesh Lakmal.**



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## Nadeesh Lakmal

### HND (B-TECH)

Quantity Surveyor/Cost Engineer

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### Specialist skills

- Quantity surveying and cost management
  - Payment assessment and reporting
  - Variations/Change Management
  - Procurement and tendering
  - Contract administration
  - Construction technology
  - Project planning and management
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### Years of experience

- 10 years
  - 2 years overseas (India, Bangladesh, and KSA)
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### Qualifications

- Higher National Diploma in Mechanical Engineering | 2010 – 2014 (B-TECH), SLIATE, (Under the Ministry of Higher Education) Colombo15, Sri Lanka.
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### Familiar Software

- MS Office (Excel, Word, Project)
- CostX, AutoCAD, Revit, Plan swift
- Primavera P6

### Personal Profile

I possess a robust theoretical background and multi-disciplinary skills in quantity surveying, along with proven experience in both pre-contract and post-contract quantity surveying functions from project inception to completion. I have amassed more than ten (10) years of comprehensive professional experience, which includes two (2) years of overseas experience in India, Bangladesh, and KSA. **Currently, I am available in Saudi Arabia for immediate joining and holding a transferable iqama.**

### Experience

#### Wadi Dafa for Contracting, Saudi Arabia (July 2024-Present):

Role: Quantity Surveyor(Green Riyadh Project, Al Urubah Park)

Duties & responsibilities:

- *Preparation of payment certificates and verification of PCs submitted by the subContractors.*
- *Administration of subcontracts, including selection, subcontract agreement, subcontract payments, variations, and final accounts*
- *Taking-off quantities for BOQ preparation and materials orders using AutoCAD, Cost X, Plan swift, and Revit.*
- *Developing rate breakdowns for additional work and variations.*

#### Green Air Management (Pvt) Ltd, Sri Lanka (May 2021- June 2024):

Role: Cost Engineer

Duties & responsibilities:

- *Preparation of payment applications (advance, interim, statement at completion, and final statement).*
- *Administration of subcontracts, including selection, subcontract agreement, subcontract payments, variations, and final accounts.*
- *Representing the contractor in commercial meetings with the client and consultant.*
- *Taking-off quantities using AutoCAD, CostX, and Plan swift.*

#### Built-Mech Services (Pvt) Ltd, Sri Lanka (Dec 2018 – May 2021)

Role: Estimation Engineer

Duties & responsibilities:

- *Pre-contract quantity surveying, including cost planning and cost estimates.*
- *Preparation of tender documents, responding to bidders' tender queries, commercial evaluation of tenders, and report submission.*
- *The task involves the compilation of contract documents upon the award of the contract.*

## Familiar Documents

- FIDIC 1999 - Red Book
  - NRM 1 & 2
  - POM(I)
  - CESMM3 & 4
- *Taking-off quantities using AutoCAD, CostX, and Plan swift for pipes, ducts, valves, insulation, and hanging materials.*
  - *General post-contract administration, review of advance payments, interim payments, statements at completion, release of retention, and final statement.*

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## Dynagro (PVT) LTD, Sri Lanka (May 2016 – Dec 2018)

Role: MVAC Design Engineer and Quantity Surveyor

Duties & responsibilities:

- *Preparation of final accounts upon project completion, reconciling all variations, claims, and adjustments.*
- *Negotiate final settlement figures with subcontractors, ensuring all contractual obligations are met.*
- *Obtain client approval for final accounts and ensure timely payment of all outstanding amounts.*
- *Maintain comprehensive project documentation, including contracts, drawings, and correspondence.*
- *Ensure proper filing and archiving of project records for future reference.*
- *Performing load calculations to determine the required capacity of the ventilation systems and air conditioning system.*
- *Selecting appropriate ventilation fans based on project requirements.*
- *Taking-off quantities using AutoCAD and manual methods*

## Airflow Solution Pvt Ltd. (Sep 2014-May 2016)

Role: Assistant MVAC Design Engineer and Quantity Surveyor

Duties & responsibilities:

- *Taking-off quantities and preparation of bills of quantities.*
- *Preparation of interim payment certificates.*
- *Assist in reviewing and evaluating variations and claims.*
- *Tender documentation and contract documentation.*
- *Assisting in tender evaluation.*