

ZUNAIR MUHAMMAD REHAN

Quality Control Civil Inspector (Aramco & NEOM Approved)

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PROFESSIONAL OBJECTIVE

9 years working experience in Civil Quality Control Inspection for construction of civil engineering projects. Mainly involved in Buildings construction, Housing Projects, Oil & Gas projects and Interconnecting Infrastructure Utilities. Extremely energetic, exceptional interpersonal skills and familiar with international standards like ASTM, Saudi Aramco standards, ACI, IBC & NEOM Specifications. Confident to solve problems in fast environment. Having held a previous position as a NEOM Representative QC Inspector (ETSD) with a strong technical knowledge and self-confident in performing any assigned responsibilities or duties either with the Project EPM/PMC team and main Contractor team.

PROFESSIONAL QUALIFICATION

- ❖ DAE -Diploma of Civil Engineering (3 years).
- ❖ B.Sc. (Hons) in QS (Civil Technology) from Birmingham City University (Final Semester result awaiting).

PROFESSIONAL CERTIFICATION

- ❖ ISO 9001:2015 QMS Certification
- ❖ NEBOSH Diploma
- ❖ HSE Diploma

Skills

- ❖ Strong work ethics, excellent analytical capabilities, self- motivated, teamwork oriented.
- ❖ Possess strong interpersonal, Communication and analytical skills.
- ❖ A positive attitude towards learning new things.
- ❖ Ability to lead and manage teams, prioritizing tasks, managing timelines, and achieving project goals.
- ❖ Excellent problem-solving and critical thinking skills, with the ability to analyze complex data and develop creative solutions.
- ❖ Ability to analyze problems, identify solutions, and implement them effectively.

Computer Skills

- ❖ MS Office (Word, Excel, Outlook, PowerPoint, OneNote, Access)
- ❖ Good Knowledge in AUTOCAD

Professional Experience

PROJECT NUMBER:04

Company : Bureau Veritas (NEOM Representative ETSD)
Project : NEOM (Spine, Connector & OXAGON Region)
Position : Quality Inspector
Duration : Aug 2022 to Present

PROJECT NUMBER:03

Project : King Abdullah Financial District (KAFD), Riyadh
Company : Al-Mashrik Contracting Company
Position : Civil QC Inspector
Duration : Dec 2020 to Aug 2022

PROJECT NUMBER:02

Client : Flood Mitigation Channel Project of Saudi Aramco
Company : Al-Yamama Company
Position : Civil QC Inspector (Aramco Approved)
Duration : Oct 2019 to Nov 2020

PROJECT NUMBER:01

Company : Taameer Associates
Project : Residential Projects, Rawalpindi, Pakistan
Position : Quality Inspector
Duration : Aug-2016 to Aug-2019

JOB DESCRIPTION & RESPONSIBILITIES

- ❖ Preparing and submission of QA/QC quality deliverables as per Schedule Q requirement in time.
- ❖ Prepare and submit the Weekly Quality Report to the QCM.
- ❖ Coordinate with Quality staff for the implementation of Quality Plan, Quality Control Procedures, ITPs, Control of RFIs/ WIR and its closure, Issuance NCRs of non-conformity products and work, investigation of Root Causes, and implementation of Corrective and Preventative Action as per the resolution.
- ❖ Review and follow up Company NCRs & LBEs with the construction team and coordinate for the corrective action, and rectification within ACD to avoid further escalation. Identifying root causes and implementing preventive action to avoid reoccurrence.
- ❖ Ensure Inspection and Test results are reported & logged.
- ❖ Supervise the Quality Inspectors ensuring conform to the approved project quality plan.
- ❖ Ensuring that Quality documents are properly maintained in accordance with the required project procedures.
- ❖ Prepare Inspection & Test Plan, Inspection Checklists, and suggest for the preparation of Method Statements for construction implementation.
- ❖ Facilitate the Quality awareness, Audit, Inspection & Surveillance in the field. Preparing Quality inspection reports and reporting all deficiencies of non-conformance to QA Manager & QC Manager.
- ❖ Review and submit Two Weeks Look Ahead Inspection Schedule.
- ❖ Participate in weekly Quality meetings with Company Representatives, Project Management Team.
- ❖ Detail study of project related IFC drawings (Civil, Architectural and Structural).
- ❖ Perform “Hold”, “Witness” and “Surveillance” inspections and tests at manufacturing facilities or construction sites to ensure compliance with project specifications and standards.
- ❖ Issuing INCR and closing INCR.
- ❖ Supervising all the QC-Inspector's activities.
- ❖ Organizing and distributing the works to the QC-Inspectors.
- ❖ Maintaining the records of RFI & other documents with proper Filing.
- ❖ Assist QC manager for implementation of QMS and approved quality plan.

- ❖ Supervise the controlling & implement the corrective and preventive actions as per identified in the Non-Conformance report.
- ❖ Ensure Inspection and Test results are reported & logged.
- ❖ Providing the technical support to the QC inspectors, Site Engineers, Site Supervisors and lead foreman to perform their duties to ensure that the project is completed according to design and specification.
- ❖ Checking all instruments used should be calibrated.
- ❖ Inspection according to specification and scope of work.
- ❖ Review Project specifications, Drawing, Method of statements, QC
 - Procedures, and technical queries and Inspection Test Plans of scope of civil work
 - Detail study of project related drawings (Civil, Architectural, and Structural)
- ❖ Observe and implement strict compliance of consultant's requirement
 - For quality of Works base on IFC drawings and project specifications.
- ❖ Preparation of inspection Checklist, Daily, Weekly and Monthly work
- ❖ Report Prepare monthly quality reports.
- ❖ Coordinate with client Saudi Aramco Project Management Team
- ❖ (SAPMT) & Saudi Aramco Project Inspection Division (SAPID) Inspector daily and ensure that all works Performed are within approved standards.
- ❖ Maintaining the records of RFI/WIR & other documents with proper Filing.
- ❖ Making record for proactive, follow up.
- ❖ Making the request for information (RFI) to client.
- ❖ Making proactive notification to the construction.
- ❖ Closing of all violation issued by the client.
- ❖ Submission of all material for approval from client before application.
- ❖ Identifies non-conformities, verify corrective actions
- ❖ Perform Daily Surveillance at site and report findings to QCS.
- ❖ Internal meeting in the company with QC team and construction team.
- ❖ Coordination with civil testing agencies/batching plant for delivery of concrete and Subsequent inspection and testing requirements.
- ❖ Earth work inspection with Checking of backfilling layer and Compaction test.
- ❖ Inspection of building layout with axis & Grid lines as per drawing.
- ❖ Form work with proper dimensions and supports for each structural part.
- ❖ Look the form work quality and release agent form the concrete surface.
- ❖ Preparation of inspection Checklist, Daily, Weekly and Monthly work
- ❖ Report Prepare monthly quality reports.
- ❖ Putting corrective action reports.
- ❖ Monitoring the whole site.
- ❖ Monitoring the core cutting activities.
- ❖ Monitoring of concrete sampling.

- ❖ Monitoring daily site activities and sub-contractor works.
- ❖ Reinforcement works (Rebar arrangement) with exact no. of top & bottom rebar's.
- ❖ Making all drawing and submitted for approval to the client.
- ❖ Inspection of all concrete work including from batching to pouring.
- ❖ Inspection of Installation of Anchor bolts and alignments.
- ❖ Inspection of Grout material and pouring under the base plate.
- ❖ Inspection of foundations and apply Epoxy coated material.
- ❖ Inspection of Moisture Content Test.

PERSONAL DATA

Marital Status: Married
Nationality: Pakistan
Iqama Status: Transferable
Driving License: Valid
Contact Number: +966 534182441
Languages: English, Urdu, Arabic

DECLARATION

I hereby admit that all the information given above is true to my knowledge and can be confirmed with any authorized or firm. All the documents required for the authenticity will be provided on demand.

Applicant Signature