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Imran Rashid (Site Manager)

KEY EXPERIENCE

Have over **19** years of experience in piling, shoring, soil improvement with BAUER, HSSG and AMMICO in UAE Qatar and KSA

EMPLOYMENT HISTORY

Ammico International Contracting Co. KSA

Designation: "Site Manager"
Duration: 2021 to continue

Duties:

1. Assigning duties of manpower, chargehands.
2. Preparing daily and weekly reports.
3. Coordinating with main contractor, client and consultant.
4. Steel fabrication, cage preparation, concreting, drilling and lifting activities.
5. Checking of concrete slump and temp, and bentonite testing Etc.
6. Contact with workshop for casings, buckets, augers and other plant and equipment.
7. Surveying, mobilization, de mobilization and site setup.

Projects:

Main piling works for water park, Qiddiya, Riyadh. Main piling works for HW-01 Hotel for Red Sea Global. Cut-off wall, diaphragm wall of 1.5km at Sherma. Enabling works for Epicon Hotel resort area project, Haql. Diaphragm wall construction for Sewage Pump Station Jeddah Airport, Jeddah.

AL-HABTOOR STFA SOIL GROUP DUBAI, UAE

Designation : **Technical Engineer"**
Duration : **27th April, 2015 to 23rd March 2018**

Duties :

1. Coordinate with Project Director, Project Manager and QC Engineers and Site Engineers at site. Coordinate With Design Department at Head Office for preparation of Method Statements and Shop Drawings and develop work methods and temporary works necessary for my area.
2. Arranging a submittal log for submissions. Drafting letters.
3. Originating RFIs.
4. Preparing Master Plan of Project and Monthly cost Report.
5. Planning and execution of works at site.
6. Keeping record of steel, concrete, different Items used at site with their cost and prepare monthly cost report.
7. Implementation of Design requirement and helping site team in execution.
8. Responsible to ensure that the site is supplied with all documentation, methods and materials needed to carry out the works.
9. Follow up on the permanent work design and coordinate this with the site.
10. Prepare technical and commercial comparison sheets of offers received from the subcontractors, and follow up of the subcontracted works, including the payment applications.
11. Preparation of Monthly Interim payment application.

AL-HABTOOR STFA SOIL GROUP QATAR

Designation : **"Document Controller"**
Duration : **11th November, 2013 to 28th January, 2015**

Duties :

1. Coordinate with Project Director, Project Manager and QC Engineers and Site Engineers at site. Coordinate With Design Department at Head Office for preparation of Method Statements and Shop Drawings and develop work methods and temporary works necessary for my area.

2. Arranging a submittal log for submissions. Drafting letters.
3. Originating RFIs.
4. Preparing Master Plan of Project and Monthly cost Report.
5. Planning and execution of works at site.
6. Keeping record of steel, concrete, different Items used at site with their cost and prepare monthly cost report.
7. Implementation of Design requirement and helping site team in execution.
8. Responsible to ensure that the site is supplied with all documentation, methods and materials needed to carry out the works.
9. Follow up on the permanent work design and coordinate this with the site.
10. Prepare technical and commercial comparison sheets of offers received from the subcontractors, and follow up of the subcontracted works, including the payment applications.
11. Preparation of Monthly Interim Payment Application.

AL-HABTOOR STFA SOIL GROUP DUBAI, UAE

Designation : "Document Controller"
Duration : 7th November, 2010 to 10 November, 2013

Duties :

1. Coordinate with Project Director, Project Manager and QC Engineers and Site Engineers at site. Coordinate With Design Department at Head Office for submission of Method Statements and Shop Drawings.
2. Arranging a submittal log for submissions. Drafting letters.
3. Issuing Inspection Request for different activities on site, making RFIs.
4. Attendance and overtime record.
5. Maintenance of cube results and sending them to consultant for approval.
6. Documentation and filing of letters, test results for different tests, equipment and manpower record.

BAUER INTERNATIONAL, ABU DHABI, UAE

Designation : Document Controller
Duration : 18th November, 2008 to 23rd March, 2010

Duties

1. :Coordinate with Project Manager and Engineers at site. Coordinate With Design Department at Head Office for submission of Method Statements and Shop Drawings.
2. Arranging a submittal log for submissions. Drafting letters.
3. Issuing Inspection Request for different activities on site, making RFIs.
4. Attendance and overtime record.
5. Maintenance of cube results and sending them to consultant for approval.
6. Documentation and filing of letters, test results for different tests, equipment and manpower record.
7. Preparation of daily report, daily progress report weekly cost report, daily piling report and bored pile record sheets.

EMPLOYMENT HISTORY IN PAKISTAN

SMS Security & Management Systems Lahore

Designation : Computer Operator / Accountant
Duration : 5th May, 2000 to 10th November 2008

Duties :

Filing, Drafting letters, keeping record and submitting Post-dated Cheques, Clients complaints and record of remedial actions.

PERSONAL INFORMATION

Date of Birth 03, February 1980
Nationality Pakistani
Marital Status Married
Contact No. +966-545808739

EDUCATION

1997–1999 **B.Sc. (Physics, Chemistry, Maths (Gen.))**
Bahauddin Zakariya University Multan, Pakistan.

LANGUAGE SKILLS

ENGLISH

Excellent skills in writing, reading and speaking

URDU

Excellent skills in writing, reading and speaking (Mother Language)

COMPUTER KNOWLEDGE

Windows XP, Vista

Microsoft Office

AutoCAD

Coral

Adobe Photoshop

In Page

Adobe Acrobat Professional