

Talha Khan Muhammad Arif

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Address: Riyadh Nationality: Pakistani

PROFILE OVERVIEW

Experienced QA/QC Civil Engineer with 5+ years of expertise in quality assurance, site inspections, and compliance across diverse construction projects, including buildings, infrastructure, and steel structures. Proficient in QA/QC procedures, technical documentation, and site management, with strong skills in AutoCAD, Primavera P6 and MS Office. Adept at problem-solving, team leadership, and delivering high-quality results under pressure.

PROFESSIONAL EXPERIENCE

Position: QA/QC Civil Inspector:

Duration: January 2022 – Still

Company 01: Advance Element for General Contracting Company

Duties and Responsibilities

- Conduct inspections to ensure work complies with project specifications and quality standards.
- Monitor construction activities, materials, and workmanship on-site.
- Preparing WIR as per Approved ITP.
- Preparing material inspection request for delivered materials.
- Prepare and maintain QA/QC documentation, including non-conformance reports (NCR) and corrective actions.
- Preparing Inspection and test plans for civil and Architectural works.
- Preparing method statement for civil and Architectural works.
- Issuing SOR site observations in Ongoing Works to prevent construction from reworks.
- Ensure compliance of work as per Approved method statements.
- Daily site inspection Site to make sure Ongoing Activities are carried out as per approved Drawing and MOS.
- Perform internal inspection as per approved Drawing and ITP.
- Issuing INCR to the construction team to prevent NCR from consultant.
- Verify concrete works, including mix designs, casting, and curing processes.
- Coordinate with contractors, consultants, and QA/QC teams to resolve quality issues.
- Perform site audits and prepare daily, weekly, and monthly inspection reports.
- Enforce adherence to health, safety, and environmental regulations.
- Coordinate with procurement to submit all Material submittal and PQD prior to delivered to site.
- Assist Construction team to follow Approved MOS.
- Maintain master log for all Quality documents.
- Make sure Equipment must be valid Calibrate.
- Assist in the closure of NCRs by analyzing root causes and implementing preventive actions.

Company 02: NESPAK (Pakistan)

Position: QA/QC Steel Inspector:

Duration: March 2019 – December 2021

Duties and Responsibilities

- Inspect steel materials and components for compliance with standards.
- Review material test certificates (MTC).
- Performing site inspection as per approved ITP.
- Site surveillance to make sure working is carried out as per approved Drawing.
- Preparing work inspection requests for ready Activities.
- Preparing Material inspection Request and verified material as Approved material submittal.
- Maintain Master log for all quality Documentation.
- Daily site quality TBT to construction team and subcon for quality work.
- Preparing ITP for civil and Architectural works.
- Preparing of MST for civil and architectural works.
- Monitor surface preparation and coating applications.
- Inspect bolted connections for proper torque.
- Document fabrication and installation activities.
- Identify and report non-conformances with corrective actions.
- Ensure adherence to inspection test plans (ITP).
- Coordinate with contractors and QA/QC teams to resolve quality.

Education:

Degree	Field of Study	Year of Completion
Bachelor of Science (B.Sc.)	Civil Engineering	2019

Languages:

Languages	Proficiency
English	Fluent
Arabic	Lerner
Pashto	Fluent
Urdu	Fluent

Driving License: Having KSA Valid Driving License

References:

Available upon request.