

CURRICULAM VITAE

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OBJECTIVE

A MEP QS with 15 years of experience in the construction of Hospitals, Residential tower, Offices and Hotels. This experience includes pricing tenders, project controls, pre-& post contract administration.

EDUCATION

2008 - B.E (Electrical & Electronics Engineering) from M.I.E.T Engineering College (India) in Anna University

EXPERIENCE DETAILS

Nesma & Partners Contracting Company Ltd. Saudi Arabia

From Apr 2016 to till now Quantity Surveyor - MEP

ETA Star Engineering & Contracting WLL, Doha Qatar

From Jan 2012 to June 2015 Quantity Surveyor – MEP

ETA Engineering Private Limited, India

From Jan 2010 to Dec 2011 Trainee Engineer

Main Job Responsibilities:

1. BOQ Preparation.
2. Variation order
3. Subcontractor invoices
4. PR checking.
5. Weekly site work progress.

Detailed Job Responsibilities:

- Pre-Contract works that includes quantities take offs & Bill of quantity preparation and floating enquiries to subcontractors and suppliers.
- Reviewing and evaluating of invoices and variation orders submitted by the contractor.
- Analyze and recommend subcontract payment application based on actual progress of work.
- Measurements for “Interim Payment Certificates” as per actual progress on site submitted by the contractor.
- Attend progress meetings and provide updates to Client with projection of costs as required, visit site as and when required.
- Maintaining the payment tracking log for all the variations works.
- Reviewing all de-scope items, as per client requirement.
- Preparation of projection of costs as required.
- Coordination with MEP team for any commercial issues/correspondences

BOQ Preparation:

- Take off quantities for all MEP systems through CAD & PDF.
- Preparation of Engineering estimates & rate analysis.
- BOQ preparation and preliminary cost estimates.
- Prepare 80-20 % workout for the BOQ.

Variation Order:

- Comparison of quantities taken from tender drawings and latest drawings for variation order (V.O) purpose.
- Negotiating with client for variation work.
- Verify the addition & omission quantities for change order items
- Prepare rate analysis for the items.
- Submit the required documents to client.

Subcontractor Invoices:

- Read the subcontractor contract.
- Checking the subcontractor invoice with all related documents. (Highlighted drawings, Internal & external IRs, contract unit rate).
- Verify & confirmed the invoice.
- Analysis the work percentage of the project

PR Checking:

- Receive the Purchase Requisition from Site team.
- Verify and confirmed the PR Quantities with latest drawings.
- Approve the necessary material quantities.
- If the quantities are not matching with our drawings, hold the PR.

Weekly Site work progress:

- Prepare a site weekly progress report with highlighted drawings.
- Analyze the Yet to order Cost to complete
- Prepare CVR Report (Cost Value Report) for the projects.

Projects Handling in Nesma & Partners

1. **Project:** Specialized Hospital Region (SANG Hospital Project) – Riyadh & Qassim
Year: 2016 – 2018
Value: 2.3 Billion SAR
Consultant: DAR Consultant

2. **Project:** Fadhili Bachelor Camp (FBC)- Jubail
Year: 2018 – 2019
Value: 3 Billion SAR
Consultant: Khatib & Alami

3. **Project:** King Abdul Aziz Road (KAAR) - Makkah
Year: 2020-Till Now
Value: 8 Billion SAR
Consultant: KEO Consultant

Projects Handled Started Year & Value in ETA Star Engineering & Cont.

- Multi-Purpose Hall@ Lusail – 2013 QAR -335 Million
- Al Baraha Phase -2014 QAR -114 Million
- New College Engineering - 2014 QAR -80 Million
- Falcon Tower - 2012 QAR -93 Million

PERSONAL SKILL

- Strong communication skills
- Strong command of oral and written English,
- Good negotiation skill,
- Ability to work in a dynamic environment,
- Team player & Self starter
- organize and prioritize work effectively

IT' EXPOSURE

- Operating Systems: Windows XP, Windows 10
- PC Packages: Microsoft Excel, Microsoft word, AUTO CAD, Expedeon Enterprises, Auto Desk, Nitro PDF.

Declaration

I hereby declare that the above written particulars are best of my knowledge and belief.

(MOHAMED KHALEELULLAH.K.)