

Wasseem Naser

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Riyadh, Saudi Arabia.

Immediately Available with Transferable Iqama

Quantity Surveyor | Estimator



CAREER OBJECTIVE

I am a Saudi Council of Engineers approved commercial professional having more than **3+ years** of experience (Including GCC Experience) gained in pre & post contract stages with international contractors. Held commercial positions responsible for overseeing and managing the commercial aspects of diversified construction projects in Dubai and Sri Lanka.

PROFESSIONAL QUALIFICATIONS

- **BSc (Hons) in Quantity Surveying (R)** - Birmingham City University.
- **Advanced Diploma in Quantity Surveying** - City & Guilds.
- **Diploma in AutoCAD & Drafting** - Pebbles Academy.

PROFESSIONAL CAREER/ WORKING EXPERIENCES

Organization: **HHH Construction LLC, Business Bay** – Dubai.

Position : Quantity Surveyor

Duration : July 2022 – April 2024

Project : Construction of Multi-Purpose Store, Show Room, Administration and Accommodation.



ROLES AND RESPONSIBILITIES:

Pre contract-

- ✓ Review tender documents (including contractual letters, specifications, drawings, and bill of quantities) to determine the project's scope of work and gather tender information.
- ✓ Evaluate tender documents to ensure they contain sufficient details for tender preparation.
- ✓ Create a request for quotation (RFQ) to solicit contractor quotations and prepare tender evaluation report.
- ✓ Perform quantity takeoffs for various disciplines such as civil works, MEP (mechanical, electrical, plumbing), and interior fit-outs.
- ✓ Review and finalize tender and contractor documentation.

Post contract-

- ✓ Take off measurements.
- ✓ Prepare an interim payment application.
- ✓ Co-ordination with other departments to complete the backups for IPA.
- ✓ Maintain subcontractor's liabilities.
- ✓ Preparation of Variation Order.

Organization: **RIFTHY GROUPS & CONSTRUCTION – SRILANKA.**

Position : Quantity Surveyor/ Estimator

Duration : April 2021 –May 2022

Project : Commercial Apartment



ROLES AND RESPONSIBILITIES:

- ✓ Preparation of BOQ
- ✓ Preparing RFQ's for getting current market prices from Vendors/Subcontractors.
- ✓ Price comparison of subcontractors' quotations.
- ✓ Estimate the tender project and report to the management for the actual cost of the project.
- ✓ Tender document preparation and submission.
- ✓ Reviewing sub-contractors & Supplier payment application.
- ✓ Preparing material on site schedule.
- ✓ Preparing interim payment applications.
- ✓ Evaluation and certification of Subcontractor's variation.
- ✓ Attend commercial & contractual meetings with Client representatives/ Consultant.

SKILLS AND KEY COMPETENCIS

- Methods of Measurements (**POMI, NRM 2, CESMM3 & ICTAD**)
- Condition of Contract (**FIDIC 1999**)
- Handling Construction Projects pre-contract works to win new project and recommend suitable contractors for our clients Self-Motivated, Hardworking & Good Administrative & Communication Skills.

COMPUTER LITERACY

- Good knowledge in **AutoCAD & Revit.**
- Sound Knowledge in **Plan Swift** Takeoff Software for Construction Estimating & Cost Planning.
- Excellence in **Microsoft Office.**

PERSONAL DETAILS

Full Name : Wasseem Naser
Gender : Male
Marital Status : Single
Nationality : Sri Lankan
Languages : Fluent in English, Sinhala and Tamil
Visa status : **Transferable Iqama (Saudi Arabia)**
Driving License: Sri Lanka

NONE-RELATIVE REFREES

References can be furnished upon request.

I hereby declare that the particulars furnished are true and accurate to the best of my knowledge. And kindly contact me if any further information is required.

Wasseem Naser.