

# COVER LETTER

Dear Hiring Manager,

I am writing to express my interest in the position of **QA/QC Civil Engineer** . With over six years of dedicated experience in quality assurance and control within the civil engineering field, I have successfully contributed to a range of high-profile projects across the Kingdom, including **Ajdan Bayfront, Ajdan Infiniti, EDGNEX Dammam Data Centre, SATORP Shutdown, and JUPC Shutdown.**

My experience has equipped me with in-depth knowledge of construction quality standards, inspection protocols, and project documentation, in line with international standards such as ISO 9001, ASTM, and ACI. In each of my roles, I have been responsible for material inspection approvals, review and implementation of method statements and ITPs, NCR management, and coordination with consultants and clients to maintain strict quality compliance.

Working in both new construction and shutdown environments has enhanced my ability to perform under pressure, manage fast-paced schedules, and maintain a high standard of quality without compromising safety or deadlines. I take pride in my attention to detail, ability to solve problems proactively, and commitment to continuous improvement on-site and within QA/QC documentation systems.

Sincerely,  
**M. Saleem Yousaf**



## QC Civil Engineer

Al Khobar, Saudi Arabia

+966550717578

saleemyousaf1992@gmail.com

## EDUCATION

**Bachelor of Science in Civil Technology**  
Islamabad, Pakistan  
Graduate

**Diploma Of Associate Engineer Civil Technology**  
Rawalpindi, Pakistan.

## CORE KNOWLEDGE

- MS Project Planning
- Proficient MS-Office (Word, Excel, Power point)
- QMS ISO-9001:2015
- Internet (Email, Surfing, Searching, etc.)
- Project support and compile documentations

## LANGUAGES

Professional language (English)  
Other languages (Urdu, Sindhi, Punjabi)

# M SALEEM YOUSAF

IQAMA :- 2558753592

SCE :-1155460

## PROFESSIONAL SUMMARY

An adept Engineer with over 6 years of experience, applying knowledge of construction and plant operations to ensure the cost-effective completion of various projects. Committed to determining the optimal sequence of operations at the work site whilst implementing efficient construction methods. Specialize in meeting deadlines and ensuring compliance with safety standards

## EXPERIENCE

### AL KHOBAR KSA

#### QA/QC CIVIL ENGINEER (ControlTap)

Projects:- EDGNEX Dammam, SPARK  
Schneider Electric , SPARK

April 2025 – Present

- Following the project standard and inspect the activities as per that.
- Follow up the third-party tests for soil concrete paint test and Insurance Inspections.
- Maintaining the Method Statement and let the work to be done on that basis.
- Attend all necessary inspections as identified in the approved Inspection and Test Plan (ITP).
- Collecting and analyzing data is important for identifying and understanding problems and thus making appropriate changes to solve these problems.
- Verifies special processes and the relevant workers' qualifications.
- Orderly collect, check and manage documents certifying tests, controls and inspections.
- Perform all daily inspection and test of the scope and character necessary to achieve the quality of construction required in the drawings and specifications.
- Performs visual inspections, checks rating and material for connection. Performs tests of continuity, insulation resistance.

## **AL KHOBAR KSA**

**QA/QC CIVIL ENGINEER (DTC)**

**Aug 2023 – March 2025**

Projects :- Ajdan Infiniti  
Adjnan Bayfront

- Following the project standard and inspect activities as per that.
- Follow up the third-party tests for soil concrete paint test and Insurance Inspections.
- Attend all necessary inspections as identified in the approved Inspection and Test Plan (ITP).
- Collecting and analyzing data is important for identifying and understanding problems and thus making appropriate changes to solve these problems.
- Verifies special processes and the relevant workers' qualifications. Orderly collect, check and manage documents certifying tests, controls and inspections.
- Perform all daily inspection and test of the scope and character necessary to achieve the quality of construction required in the drawings and specifications.
- Performs visual inspections, checks rating and material for connection. Performs tests of continuity, insulation resistance.

## **KARACHI, PAKISTAN**

**Site Engineer (ESS.I. AAR)**

**November 2019 - July 2023**

Projects :- Bahria Icon Tower

- Inspect facilities and analyze operational data
- Maintain compliance with safety and regulatory requirements
- Compile estimates for technical and material requirements for project development
- Determine and present estimates of operating costs
- Evaluate operations and processes
- Suggest process and technical design changes to improve performance and efficiency
- Implement improvements to designs and processes
- Test material and structure integrity
- Research the environmental impact of projects
- Compile and present reports on projects in a nontechnical way for stakeholders
- Monitor project progress, compliance and safety standards
- Direct engineering activities, assign tasks, provide training and support

# JUBAIL KSA

## Area Planner (AYTB)

January 2018 - June 2018

Projects/Shutdowns :

SATORP (Saudi Aramco Total Refining & Petrochemical Company) ARAMCO

JUPC (Jubail United Petrochemical Company) SABIC

- Developed and implemented strategic area plans aligned with project objectives, ensuring optimal space utilization and compliance with zoning and regulatory requirements.
- Coordinated with multidisciplinary teams including architects, engineers, and contractors to integrate planning solutions into overall project designs.
- Monitored project progress and updated planning schedules, identifying and mitigating potential delays to ensure timely execution of area development plans.
- Assists with project controls activities including tracking cost and developing schedules. Develops spreadsheets as requested.

## ISLAMABAD , PAKISTAN

### Site Engineer

### (Tooba Construct & Maintenance Company)

February 2016 to December 2017

- Review and analyze applications with respect to the county's regulations and good planning practices.
- Write staff reports, resolutions, and ordinances for land use cases
- Advise citizens, applicants, and other staff on zoning and planning regulations
- Prepare and update graphics and maps.
- Review permits and other applications for compliance with zoning requirements.

### ADDITIONAL INFORMATION

1. Inspecting the contractor's construction activities.
2. Assuring quality at site.
3. Preparing and presenting site inductions and safety briefings.
4. Attend junior and subcontractor progress meetings and assist in resolving problems the junior & and subcontractor faced.
5. Estimating quantities for different materials at the site.
6. Helping project managers in planning.
7. Keeping records of site activities reports.
8. Attending site management meetings.
9. Carrying out regular inspections to ensure compliance with relevant legal requirements, processes, and procedures.

S.No. 443771

Roll No. 138953



# Punjab Board of Technical Education Lahore

*First Annual Examination, 2015*

*Certified that* M.SALEEM YOUSAF  
*son/daughter of* MUHAMMAD YOUSAF CHANNAR  
*Registration No* 212-1350-10009 *of the*  
RAWALPINDI SWEDISH INSTITUTE OF TECHNOLOGY, D-324, SATELLITE  
TOWN, RAWALPINDI

*has satisfactorily completed the* THREE YEAR *Programme of Instructions in*  
CIVIL TECHNOLOGY

*and has passed the Examination* as a whole *securing* 2481 *marks*  
*out of* 3500 *and has been placed in* "A" *Grade*



*In recognition thereof this*

## Diploma of Associate Engineer

*is awarded at Lahore on the* September 13, 2015



*Inteq*  
Secretary

# Preston University

Rohat - Pakistan

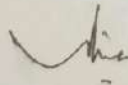
This is to Certify That

**M. Saleem Yousaf**

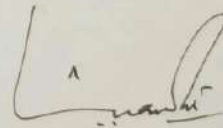
Has satisfactorily and completely fulfilled all requirements for the prescribed studies and the examinations of the University, and has, therefore, been admitted to the Degree of

**Bachelor of Science (Honours)  
in Civil Technology**

In testimony whereof, this Degree has been issued under authorized signatures and official seal of the University, on twenty seventh day of April 2020.



Chancellor



Registrar

Degree No. 133896

Registration No. 146D-315073

Membership no.: 1155460

عضوية رقم: 1155460

In accordance with the Regulations of Saudi Council of Engineers by Royal Decree M/36 Date 26/9/1423H and the Engineering Professions Practice Regulation by Royal Decree M/36 Date 19/4/1438 H. SCE has approved:

استناداً إلى نظام الهيئة السعودية للمهندسين الصادر بالمرسوم الملكي رقم م/٣٦ وتاريخ ٢٦/٩/١٤٢٣هـ ونظام مزاولة المهن الهندسية الصادر بالمرسوم الملكي م/٣٦ وتاريخ ١٩/٤/١٤٣٨هـ ولائحته التنفيذية فقد قررت الهيئة اعتماد:

**M SALEEM YOUSAF MUHAMMAD YOUSAF  
CHANNAR**

Membership Category: Engineering Technologist

Specialization: Civil Engineering Technology

Membership Start Date: 7/13/2025

**م سليم يوسف محمد يوسف شنار**

فئة العضوية: تقني هندسة

التخصص: تقنية الهندسة المدنية

تاريخ بداية العضوية: 7/13/2025

This Certification is valid until: 13 July 2026

هذه الشهادة صالحة إلى تاريخ: 28 محرم 1448



الأمين العام Secretary General

م. عبدالمحسن بن ضاوي المجنوني

KINGDOM OF SAUDI ARABIA  
MINISTRY OF INTERIOR

هوية مقيم  
RESIDENT IDENTITY

المملكة العربية السعودية  
وزارة الداخلية

م سليم يوسف محمد يوسف شنار

SALEEM YOUSAF MUHAMMAD YOUSAF CHANNAR

الرقم ٢٥٥٨٧٥٣٥٩٢ نسخة ١

مكان الإصدار شركة العلم لامن المعلومات

الإصدار ١٤٤٥/٠٤/٢٣ الميلاد ٠٩/٠٨/١٩٩٢

المهنة عامل تحميل وتنزيل

الجنسية باكستان الديانة الاسلام

صاحب العمل شركة مصنع ادارة الهواء للصناعة



2558753592

1155460

رقم العضوية  
Membership No



م سليم يوسف محمد يوسف شنار

M SALEEM YOUSAF MUHAMMAD YOUSAF CHANNAR



Engineering Technologist

تقني هندسة

**Classification:** Engineering Technology

التصنيف: هندسة تقنية

**Specialization:** Civil Engineering  
Technology

التخصص: تقنية الهندسة المدنية

**Valid Date:** 2026-07-13

تاريخ الإنتهاء: 1448-01-28

This is to certify that

## M.SALEEM YOUSAF

has successfully completed the training and assessment requirements in accordance with the ASTM & ACI Standards and is hereby declared as a ;

### CERTIFIED QA/QC CIVIL INSPECTOR

The Candidate has undergone extensive training and assessments in the below aspects of Civil inspection & Testing

Concrete Test : C-1064, 127, 143, 150, 172, 231, 31, 39, 42, 511, 617, 805, 94-09 & D-2419

Asphalt Test ; D-6926, 6927, 3549, 2726, 6307

ACI Building Code: ACI-301,304 to 308, 313, 318, 343 to 347

Aggregate Testing : C-88, 117,128, 131, 136, 142 & D-75



Certificate Number  
**23BB02108**

Certificate Issued On  
**09 Jan 2025**

**DR. YASHODA KIRAN**  
Authorized Signatory

**MARICEL BORRES**  
Certification Manager



This number certifies that recipient has cleared all the assessment and has met the certification criteria. This credential can be verified on [www.broadbeach.in](http://www.broadbeach.in)



ساتورب  
satorp



## CERTIFICATE OF APPRECIATION

*This certificate is hereby awarded to*

Mr: Muhammad Saleem Yousaf

PLANNER -ID # 1811

*For his significant contribution to the successful completion of AYTБ scope of work at SATORP Turnaround train #1 -2018 & to his cooperation in promoting professional in executing his assignment tasks and in achieving safety milestone of the Turnaround*

*Give this 12<sup>th</sup> of February 2018 @ Jubail export refinery (SATROP) jubail industrial city KSA*

HIFAZAT KARIM  
*HSE In-charge*

AD MALIK  
*Project Manager*

JUBAIL UNITED PETROCHEMICAL COMPANY

المتحدة  
united

*Certificate of Appreciation*

**is hereby awarded to**

**MR. MUHAMMAD SALEEM YOUSAF**

**Area Planner (AYTB)**

On behalf of UNITED, we would like to express our thanks and appreciation for your Outstanding contribution and services during EG-1 Plant Turnaround for Pipelines Replacement Project from 25<sup>th</sup> Mar 2018 till 14<sup>th</sup> Apr 2018.



١٧/٤/٢٠١٨

**Tareq Al Ghamdi**

**Manager, Project Development & Control Dept.**