



Mohammed Hafis

Quantity Surveyor

A highly skilled Quantity Surveyor with a Master's degree in Construction Engineering and Management and over 10 years of experience in the GCC and India, specializing in civil engineering, buildings, and infrastructure projects. Adept in detailed quantity take-offs, BOQ preparation, cost estimation, procurement, and subcontractor management, with strong expertise in earthworks, roads, buildings, and infrastructure development. Proficient in software tools such as Civil 3D and AutoCAD, with extensive experience in handling variation orders, change management, and interim payment certificates (IPCs).

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🌐 <https://www.linkedin.com/in/mohammed-hafis-ip-6a1a03156/>

📍 Tabuk, Saudi Arabia

KEY SKILLS

Quantity Take-Offs

Bill of Quantities (BOQ) Preparation

Cost Estimation

Procurement Management

Subcontractor Management

Variation Orders Management

Interim Payment Certificates (IPC)

Project Budgeting

Civil 3D

AutoCAD

Cost Control

Earthwork Calculation

Site Coordination

Construction Drawings Interpretation

Change Order Management

Material Requisitions (MR)

Project Monitoring and Control (PMC)

RFQ and BOQ for Subcontractors

Cost-Saving Strategies

Client & Consultant Negotiation

PERSONAL DETAILS

Nationality: Indian

Passport No: X5903904

Date of Birth: 19 December 1991

Saudi Engineer Council

Membership: 962725

Driving License: Saudi Arabia & India

Marital Status: Married

Iqama: Transferable

Date: 30/06/2025

WORK EXPERIENCE

Quantity Surveyor

AL-AYUNI Investment & Contracting Co., NEOM Trojena, Tabuk, Saudi Arabia

July 2022 – Present

Key Projects:

- The Lake Earthworks for Cut & Fill Zones, Dam and Spillway Foundations, Colluvium Area and Access Roads
 - Consultant: BECHTEL
 - Client: NEOM
 - Project Value: SAR 1.2 Billion
- Neom Vault Excavation
 - Consultant: BECHTEL
 - Client: NEOM
 - Project Value: SAR 640 Million
- The Radar Site in Tibbah, North of Jabal al-Lawz (Tabuk)
 - Consultant: Royal Saudi Airforce
 - Client: Royal Saudi Airforce
 - Project Value: SAR 156 Million

Key Responsibilities:

- Preparing Bill of Quantities (BOQ), interim payment certificates (IPC), and supporting project cost estimations.
- Managing variations, change orders, and ensuring accurate negotiations with consultants and clients.
- Coordinating with Project Monitoring and Control (PMC) teams to finalize scope, drawings, and costs for infrastructure projects.
- Drafting addendums for any exceeded items and coordinating with subcontractors to monitor payment progress and performance.
- Conducting detailed quantity take-offs for earthworks, excavation, filling, and trimming area quantities using Civil 3D software.
- Assisting in the preparation of project budgets, procurement, and material requisitions (MR) to align with project timelines and costs.

Quantity Surveyor

K.Rayu PWD Contractor (Marakkara Constructions), India

June 2019 – June 2022

Key Projects:

- Aqua Bay (Apartment Building, Inter-lock Paving's, Roads, Drainages, Septic Tanks)
 - Consultant: Stuba Engineering Consultancy
 - Client: Homestead Projects & Developers, Calicut, India
 - Project Value: INR 180 Million
- Poovanchina-Chelakuth Road & Kattachira-Pullloor Road (Roadworks, Culverts, Drainages, Inter-lock Paving's)
 - Consultant: KITCO Ltd.
 - Client: Kerala Public Works Department, India
 - Project Value: INR 70 Million

Key Responsibilities:

- Performed detailed quantity take-offs for diverse civil engineering and infrastructure works, including roads, drainage systems, and buildings.
- Assisted in the preparation and review of monthly client invoices, subcontractor payments, and project cash flow.
- Coordinated with project control managers (PCM), consultants, and clients for variation orders and scope changes.
- Managed the preparation of RFQs and BOQs for subcontractor scopes, ensuring compliance with budget forecasts and project specifications.
- Supported subcontract preparation and tracked materials delivery to ensure accurate claim processing.

Junior Quantity Surveyor

Team Design Enterprises LLC, Qatar

Nov 2014 – Aug 2017

Key Project:

- Mall of Qatar (Interior Fit-Out, Retail Stores, Maintenance Buildings, Access Roads)
 - Consultant: International Design & Consultancy
 - Client: UrbaCon Trading & Contracting, Qatar
 - Project Value: QAR 280 Million

Key Responsibilities:

- Conducted detailed quantity take-offs for interior fit-outs, retail stores, and access roads.
- Prepared preliminary estimates, RFQs, and BOQs for subcontractors.
- Managed work breakdown structures (WBS) for monthly client invoicing, subcontractor payments, and progress tracking.
- Coordinated site visits and inspections to monitor the progress and compliance of construction work.
- Attended meetings for variation orders and change requests while liaising between consultants, subcontractors, and the client.

Site Engineer

Homestead Projects & Developers Pvt. Ltd, India

Nov 2013 – Nov 2014

Key Project:

- Tirur Heights (Apartment Construction, Inter-lock Paving's, Roads, Drainages, Septic Tanks)
 - Consultant: Asheen Panakkat Consultancy
 - Client: Homestead Projects & Developers Pvt. Ltd, Malappuram, India
 - Project Value: INR 158 Million

Key Responsibilities:

- Managed manpower, equipment, and site operations to ensure the successful delivery of construction projects.
- Prepared internal schedules, method statements, and progress reports to track work completion and timelines.
- Conducted site inspections to ensure adherence to project specifications and quality control standards.
- Coordinated with subcontractors, suppliers, and consultants to maintain effective communication and resolve site issues.

 **EDUCATION****Master of Technology in Construction Engineering and Management (2017-2019)**

APJ Abdul Kalam Technological University, India

Bachelor of Technology in Civil Engineering (2009-2013)

Calicut University, India

Diploma in Quantity Surveying (2013)

Institute of Quantity Surveyors, India

Dear Hiring Manager,

I am writing to express my interest in the Quantity Surveyor position at your Company. With over 10 years of experience in the GCC region and India, I bring a wealth of expertise in civil engineering, cost estimation, infrastructure development, and project management. Currently, I work with AL-AYUNI Investment & Contracting Co. in Saudi Arabia, managing large-scale infrastructure projects in NEOM (Tabuk). My experience has allowed me to refine my skills in quantity take-offs, BOQ preparation, subcontractor management, and procurement — skills that I believe align perfectly with the needs of your organization.

Throughout my career, I have been involved in a variety of projects, including large-scale infrastructure works, earthworks, roadworks, and building projects. I have a proven track record of effectively managing budgets, preparing interim payment certificates (IPCs), handling variation orders, and ensuring that projects are completed on time and within financial parameters. My proficiency in tools like Civil 3D and AutoCAD enables me to deliver precise and detailed quantities and support the successful execution of projects.

I am confident that my technical skills, combined with my ability to collaborate with clients, consultants, and subcontractors, will enable me to contribute effectively to your Company's goals. I look forward to the opportunity to further discuss how my experience and qualifications can benefit your team.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Mohammed Hafis

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