

# Munesh Kumar

QA/QC Inspector (Iqama Transferable, Immediate joining)

ISO/9001:2015/QMS/8243340 (Certified)

Phone: +966508741058

Email: [munesh.balwani@gmail.com](mailto:munesh.balwani@gmail.com)

Location: Riyadh Saudi Arabia



## Summary

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As a skilled and devoted QA/QC Civil with over 5+years of experience in Structure, high-rise buildings, residential, commercial, and substructure projects, I excel both independently and as part of a team. My commitment to sending high-quality services highlights safety, health, and environmental attentions. I am looking for a challenging role in the field of Civil Engineering that offers opportunities to engage in pioneering and diverse projects, allowing me to My influence my technical and managerial skills.

## Education

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**Mehran University of Engineering & Technology Jamshoro**

*Bachelor of Civil Engineering*

Dec,2019

*Jamshoro, Sindh*

## Experience

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**METAG INSAAT Ticaret Anonim Sirketi**

*QA/QC Inspector*

Jan 2024 – July 2025

*Riyadh, KSA*

- Material selection as per approval and purchase order.
- Verified installation and alignment of formwork, reinforcement, and embedment's before concrete pouring; ensured proper curing procedures and monitored slump and temperature.
- Supervised field density, compaction, and concrete cube/cylinder testing to confirm compliance before subsequent activities.
- Oversaw site preparation works including clearing, grading, trenching, and backfilling in accordance with project specifications and safety guidelines.
- Witnessed and documented rebar inspections, concrete placement, plastering, waterproofing, tiling, and asphalt works, ensuring adherence to approved quality standards.
- Conducted pre-inspections and final inspections with project inspectors; raised inspection requests in advance.
- Prepared and maintained QA/QC documentation such as checklists, inspection requests (IRs), material inspection reports (MIRs), and non-conformance reports (NCRs).
- Verified all materials were approved, matched specifications, and accompanied by test certificates and compliance documents.
- Coordinated with the safety team to ensure activities complied with project safety standards.
- Checked incoming materials for conformance and recorded any discrepancies or damages.
- Led weekly QC meetings and toolbox talks to maintain quality awareness among teams.
- Prepared daily and weekly quality control reports and coordinated inspections with clients.
- Supported project handover, QA/QC dossier preparation, and punch list clearance.

**Emirates Link Maltauro Contracting Company**

*QA/QC Engineer*

June 2022 – Dec 2023

*Abu Dhabi, UAE*

- Material selection as per approval and purchase order.
- Verified installation and alignment of formwork, reinforcement, and embedment before concrete pouring. Ensured correct application of curing procedures and monitored concrete temperature and slump.

- Supervised field density testing (FDT), plate load testing, compaction testing, and concrete cube/cylinder sampling. Ensured all results were within acceptable ranges before proceeding with successive activities.
- Monitored site preparation works, such as clearing, grading, and trenching, in accordance with project specifications and safety standards.
- Witnessed and documented rebar inspection, concrete placement, joint sealant works, grouting, plastering, waterproofing, and asphalt laying activities, ensuring all work met approved quality standards.
- Conducted pre-inspections and final inspections in coordination with PID inspectors.
- Raised RFIs through the EPM, 24 hours prior to inspection.
- Prepared and reviewed QA/QC documentation, including checklists, ITPs, WIRs, MIRs, NCRs, and material traceability records, as per Aramco requirements.
- Ensured that all materials used were Aramco approved, matched with approved vendor lists (AVL), and accompanied by valid mill certificates, test reports, and inspection release notes.
- Participated in site quality meetings, toolbox talks, and technical clarifications with the client, subcontractors, and construction team.
- Ensured proper storage and handling of civil materials (cements, rebars, waterproofing membranes, aggregates, etc.) as per Aramco material handling guidelines.
- Coordinated closely with safety officers to ensure activities complied with SAES-H-000, promoting a culture of safe work practices and zero rework.
- Supported the handover and final documentation process including QA/QC dossiers, punch list clearance, and Mechanical Completion (MC) submissions.
- Checked all materials received for conformance.
- Recorded and reported all the discrepancies and damage.
- Successfully led weekly QC meetings, preparatory meetings, and training sessions, facilitating effective communication and collaboration among project teams.
- Preparation of Daily and weekly Contractor Quality Control Report.
- Coordinated with clients for inspections and document submissions.
- Make sure the work performed complies with the contract requirements and quality control procedure Including the oversight of the Subcontractor QC personnel.

**Building Co. (Best) L.L.C***QA/QC Inspector*

April 2021 – May 2022

*Abu Dhabi, UAE*

- Procedure and system in accordance with ISO 9001 and ensuring that personnel responsible for quality control.
- Maintaining the project specification and these adhered to throughout the project.
- Review of all testing reports of materials checking of stock pile and to ensure that all the material used in site are as per the submittal.
- Inspections and ensuring all specified tests are performed and submitted with the daily report.
- Follow all procedure in the QC furnish a comprehensive testing plan and method statement of each activity
- Preparation of Daily and weekly Contractor Quality Control Report.

**Hongda Engineering (SMC-PVT) Limited***QA/QC Engineer*

Feb 2020 – March 2021

*Karachi-Sindh*

- Responsible for the daily Civil/Arch Quality Control inspections at the site related to the above QC scope of work.
- To implement QA/QC procedures and inspection test plans for the project.
- Reporting any kind of non-conformities (NCR) to the quality control Supervisor.
- Inspection of formwork and reinforcement for footings and foundation before concrete and giving clearance to concrete work.
- Review all third- party test results.

## Tasks Assigned

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**IMPLEMENTED AND PROMOTED DEPARTMENTAL OBJECTIVES**

- Spearheaded the promotion of established policies and objectives, significantly increasing departmental awareness and engagement.

**CLIENT-CENTRIC FOCUS**

- Ensured a steadfast focus on client requirements throughout the department, resulting in improved client satisfaction and retention rate.

**EFFICIENT QUALITY MANAGEMENT SYSTEM ESTABLISHMENT**

- Pioneered the establishment and implementation of a robust quality management system, resulting in streamlined operations and improved adherence to set objectives.

**ENSURED COMPLIANCE WITH QUALITY PROCEDURES**

- Proactively guided the QA/QC department ensuring strict compliance with company quality procedures and client-specific requirements.

**EFFECTIVE DOCUMENTATION MANAGEMENT**

- Streamlined documentation processes by meticulously verifying material certifications and maintaining quality records in adherence to company procedures and specified requirements.

**CO-ORDINATION WITH PROJECT TEAM, CLIENT, CONSULTANT SUPPLIER AND OTHER DEPARTMENTS**

- Liaising with concerned departmental heads that will be responsible for taking corrective actions on nonconformities identified in audit and also following up of the corrective actions.

**QUALITY CONTROL OVERSIGHT**

- Personally supervised quality control engineers, guaranteeing strict adherence to project specifications and delivering high-quality work to meet set industry standards.

## **INSPECTION AND TESTING**

- Overseen inspection and testing to verify material certification, manufacturing data book and other quality Records to ensure that it meets with the specified requirement.

## **IDENTIFYING QUALITY PROBLEMS**

- Identifying quality problems, initiating documented action and verifying Implementation of solutions

## **SAFETY REGULATIONS**

Review the Job Site Safety Plan, verify that a hazard analysis has been approved before the performance of a specific feature of work during the preparatory phase of control, verify that safety measures are in place during the initial phase of control, and conduct safety inspections during the follow-up phase of control.

## Certifications, Skills and Languages

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- ISO 9001: 2015 Lead Auditor Training Management (QMS)
- Survey camp certificate
- Auto cad 2D
- Certificate of supervision from Pakistan Engineering Council (PEC)
- International conference on sustainable development in civil engineering
- Skills in problem-solving and critical thinking.
- Proficiency with reading and analyzing technical drawing.
- Exceptional organizational and time management skills
- Fluency in English, Urdu, Hindi and Conversational Arabic
- Proficiency with Microsoft Office Software.

## Personal Profile:

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- Father's Name: Prem
- D.O.B: 19<sup>th</sup> of July, 1996
- Current Location: Riyadh
- Passport Number: FR4222071

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

S.No. BE 022505




## Mehran University of Engineering and Technology

It is hereby certified that Mr./Ms. Munesh Kumar

S/o. D/o Prem Surname Maheshwari

after having satisfied all the conditions prescribed by the University has been  
duly awarded the degree of **Bachelor of Engineering** in the  
discipline of Civil Engineering.

He/She has secured 2.18 CGPA/Division in the final  
examination held in July, 2021.

  
Controller of Examinations

  
Registrar

  
Vice-Chancellor

Jamshoro, Sindh-Pakistan.  
Dated the 03<sup>rd</sup> January 2022



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METAG INSAAT

Dated:19/07/2025

Ref: -HRE/253

### TO WHOM IT MAY CONCERN

This is to certify that **Mr. Munesh Kumar** holder of Iqama No: -2605279666, has worked as **Civil QA/QC Inspector for METAG INSAAT Ticaret Anonim Sirketi** Bachelor Housing project from Jan/2024 to July/2025.

We found him hard working, trust worthy and sincere.  
He left the company as the project has been completed hence, we recommend him for any placements.

We wish him all the best in his future endeavors.

Yours faithfully

  
MANSOOR M  
GENERAL MANAGER



# EMIRATES LINK MALTAURO CONTRACTING COMPANY



DATE: Dec/31/2024

## TO WHOM IT MAY CONCERN

### **Certificate of Experience**

This is to certify that **Mr. MUNESH KUMAR** has worked in our organization as a **QA/QC Engineer** at Crown Paper Mill Factory from **June 2022 to Dec 2024**.

During his tenure with us. He was found to be intelligent with hardworking with good attitude and work ethics. He has carried out the task and responsibilities assigned to him with utmost commitment and devotion. He also has demonstrated the ability to comprehend and assimilate all Safety functions.

We wish him all success in his future endeavors.

For: Emirates Link Maltauro Contracting co LLC

A handwritten signature in blue ink, appearing to be "Said" followed by a flourish.

HR Department

Address: Sector MJ 5, Industrial Area, Behind AI-Fuuaim Motors Service Centre P.O Box: 44586  
Abu Dhabi - United Arab Emirates

Telephone: +971(2)5536456

Fax: +971(2)5536747

Projects [Email:elmlc@emirateslink.ae](mailto:elmlc@emirateslink.ae)

# Building Co. (BEST) L.L.C



Regd No:2055  
DATE: MAY/28/2022

## EXPERIENCE CERTIFICATE

This is to certify that **Mr. MUNESH KUMAR** of Pakistani Nationality has worked in our organization as a **QA/QC Inspector** from **April 2021 to May 2022**.

During his tenure with us. He was found to be intelligent with hardworking with good attitude and work ethics. He has carried out the task and responsibilities assigned to him with utmost commitment and devotion. He also has demonstrated the ability to comprehend and assimilate all Safety functions.

We wish him all success in his future endeavors.

For: BEST BULG.CO.L.L.C

HR Department

Address: Bin Hamooclah Building, Fatima Bint Mubarak Street (Al Najda Street), Mezzanine Floor, Abu Dhabi, United Arab Emirates

P.O. BOX 2877, Abu Dhabi, U.A.E  
Tel: +971 2 694 8300  
Fax: +971 2 633 8135  
bbc@emirates.net.ae





## Certificate of Achievement

**Munesh Kumar**

Has successfully completed the

**ISO 9001:2015 Quality Management System**

**Auditor/Lead Auditor Course**

By passing the examination and continuous assessment

Held at Karachi, Pakistan

Course Dates: 27-06-2024 to 01-07-2024



CERTIFICATE ID

8243340

DATE OF ISSUANCE

23 07 2024



CERTIFICATED BY  
**EXEMPLAR  
GLOBAL**

*A. U. Khan*

**AUTHORIZED SIGNATURE**

Issued by HSEQ Professionals. Registered in Texas, USA No 84-2618584  
Head Office: Jamesville Ln, Plano, Texas-75074, United States of America  
[info@hseqprofessionals.net](mailto:info@hseqprofessionals.net) [www.hseqprofessionals.net](http://www.hseqprofessionals.net)



## REGISTERED ENGINEER

PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL



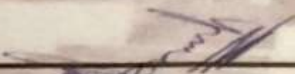
Name: ENGR MUNESH KUMAR

CNIC: 4410439362075

Reg No: CIVIL/64270

Expiry: DECEMBER 31, 2026

Address: KK MEDICOSE THAR BAZAR UMERKOT  
TALUKA & DISTRICT UMERKOT, UMER  
KOT

  
Signature of Holder



  
Registrar

Sr No.: 517148



# CERTIFICATE OF PARTICIPATION

In  
**CAD**

This Credential is awarded to

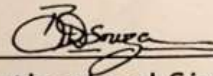
**MUNESH KUMAR**

on the 5th day of the month of June

in the year 2018 for successfully completing the course

at the ACE-PK-HYDERABAD-2 Centre.

14-July-2018  
Date of Issue

  
Authorized Signatory



CT190099