

Talha Khan

Quality Assurance / Quality Control Inspector

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PROFILE OVERVIEW

Experienced QA/QC Civil Engineer with 5+ years of expertise in quality assurance, site inspections, and compliance across diverse construction projects, including buildings, infrastructure, and steel structures. Proficient in QA/QC procedures, technical documentation, and site management, with strong skills in AutoCAD, Primavera P6, and Microsoft Office. Adept at problem-solving, teamwork, leadership, communication abilities, time management, and delivering high-quality results under pressure.

PROFESSIONAL EXPERIENCE

Company 01: Advance Element for General Contracting Company

Position: QA/QC Civil Inspector

Duration: NOV 2023 – Still

- **Project: High Rise Building and Villas 50+, Saudi Arabia**
- **Scope of Work:** 50+ villas and 3 high-rise buildings. Site preparation, architectural/structural design approvals, and utility layout (including water, electricity, and drainage).
- 50+ villas and 3 high-rise buildings: Foundation, superstructure (walls, roofing), MEP systems, interior/exterior finishes (flooring, paint, fixtures), and landscaping.
- Inspected 50+ villas and 3 high-rise buildings for compliance with ACI and ASTM standards

Company 02: RAPCO CONTRACTING & CONSTRUCTION, SERVICES

Position: QA/QC Civil Inspector:

Duration: JUN 2021 – NOV 2023

- **Project: High Rise Commercial Building G+6, Saudi Arabia**
- **Scope of Work:** Construction of a 6-story building, including foundation, superstructure, façade, elevators, HVAC, fire safety, and utility systems installation.
- Delivered interior and exterior finishes across all units faster than projected, contributing to early handover and client satisfaction.

Company 03: Anab Group

Position: QA/QC Civil :

Duration: JAN 2020 – MAY 2021

- **Project: Execution of Supporting and Building Facilities in Al Sulayyal**
- **Scope of Work:** G+4-story Building Execution, Finishing, Dewatering, and Infrastructure Work.
- Achieved a 0-rework rate on structural components due to proactive QA/QC measures.

Core Duties and Responsibilities:

- Conduct inspections to ensure work complies with project specifications and quality standards.
- Monitor construction activities, materials, and workmanship on-site.
- Prepare Work Inspection Request (WIR) as per the Approved Inspection and Test Plan (ITP).
- Prepare a material inspection request for delivered materials.
- Prepare and maintain QA/QC documentation, including non-conformance reports (NCR) and corrective actions.
- Prepare Inspection and test plans for civil and Architectural works.
- Prepare method statement for civil and Architectural works.
- Issue SOR site observations in Ongoing Works to prevent construction from rework.

- Ensure compliance with work as per Approved method statements.
- Daily site inspection to make sure Ongoing Activities are carried out as per approved drawings and MOS.
- Perform internal inspection as per approved Drawing and ITP.
- Issue INCR to the construction team to prevent NCR from the consultant.
- Verify concrete works, including mix designs, casting, and curing processes.
- Coordinate with contractors, consultants, and QA/QC teams to resolve quality issues.
- Perform site audits and prepare daily, weekly, and monthly inspection reports.
- Enforce adherence to health, safety, and environmental regulations.
- Coordinate with procurement to submit all Material submittals and PQD before delivery to the site.
- Assist the Construction team in following the Approved MOS.
- Maintain master log for all Quality documents.
- All Equipment must be validly calibrated.
- Assist in the closure of NCRs by analyzing root causes and implementing preventive actions.

Certifications:

- **Project Planning and Management (PMP)**
- **Basic Firefighting, First Aid, CPR, and Confined Space Training.**
- **Work Permit Receiver (WPR) Training and Certification**
- **ISO 9001:2015 Quality Management Systems**
- **Delay Analysis, EOT & Claims with Primavera P6 & FIDIC**

Educational Qualifications:

- **B.Sc. Civil Engineering**
Iqra National University, Pakistan.
- **Pre-Engineering**
Mardan Board

Skills:

- AutoCAD
- Microsoft Project
- Primavera P6
- Microsoft Office
- Navisworks
- Structural Analysis and Design ETAB, SAP2000

Language:

- English – speak fluently and read/write with high proficiency
- Urdu – native language
- Arabic

Other Skills:

- Knowledge of Building Codes and Regulations
- Innovation and Adaptability
- Public Speaking

References:

Available upon request.