



Noore Mujassam(BE-Mechanical)

Planning & Cost Control Engineer

| Registered with Saudi Council of engineers | UPDA Certified |

Results-driven Mechanical Planning & Costing Engineer with 12 years of experience in EPC, Maintenance, and Oil & Gas projects across Saudi Arabia, Qatar & India. Specialized in delivering comprehensive planning, scheduling, and cost control solutions for complex projects, including Substation, converter station, power plants, high-rise buildings, automobile plant, as well as a variety of commercial-non commercial & industrial buildings. Skilled in tools such as Primavera P6, AutoCAD , HAP, Elite, and Planswift for detailed engineering and estimation. Adept at delivering optimized solutions aligned with ASHRAE, NFPA, and FIDIC standards, ensuring efficiency, compliance, and high-quality outcomes.

Contact Details

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Education

- Bachelor of Engineering(Mech)
Ghousia College of Engineering,
India 2011

Technical Proficiency

Software

- Microsoft Excel, Word, PowerPoint
- AutoCAD
- Revit
- Navisworks
- HAP
- Planswift
- Primavera P6

Standards

- NFPA
- ASHRAE
- IPC
- FIDIC

Core Competencies

- Project Planning & Scheduling
- Cost Estimation & Budget Control
- Resource Allocation & Optimization
- Value Engineering & Risk Mitigation
- Technical Documentation & Reporting
- Budget Analysis & Financial Forecasting
- Quality Assurance & Compliance (FIDIC, NFPA, ASHRAE)

Profile Summary & Key Skills

- Planning & Costing Engineer having experience of more than 11 years in the field of construction & Project management.
- Experienced in Planning, scheduling & costing for different sectors like EPC, Construction & Maintenance.
- Worked on different type of Projects (in Gulf Countries) in my professional career which included Projects like Substation, Desalination & automobile Plant, Hospital, Educational Institution, Hotels, High Rise Buildings, Residential Apartments & Villas etc.
- Experience of working on various roles such as Costing & Planning Engineer, Technical Office Engineer/Estimator
- Experienced in Preparing reports, analyses, contracts, budgets, risk assessment, and other documents.
- Proven track record in handling cost audits, vendor price evaluations, and leading value engineering initiatives to achieve cost reductions without compromising on quality.
- Proficient in developing comprehensive cost assessments, detailed quantity take-offs, and procurement documentation for large-scale projects.
- Strong knowledge of contractual frameworks, cost-tracking methodologies, and variance analysis to support project management.
- **Project Scheduling & Control:** Extensive use of Primavera P6 for scheduling, resource levelling, and critical path analysis.
- **Cost Estimation & Budgeting:** Expertise in BOQ preparation, cost breakdown, and financial forecasting.
- **Risk Management:** Identification and mitigation of project risks with value engineering and cost-saving strategies.
- **Technical Documentation:** Comprehensive knowledge of project documentation standards (FIDIC, NFPA, ASHRAE).
- **Resource Allocation:** Manpower planning, equipment management, and resource optimization.
- **Stakeholder Communication:** Effective collaboration with clients, contractors, and multidisciplinary teams.

Work Experience

- 1.** Saudi Services for Electro-Mechanic Works, Saudi Arabia
Planning & Cost control Engineer
Jan 2024 – Present
 - 2.** GETP Group, Qatar
Planning & Costing Engineer
Oct 2021 – Sept 2023
 - 3.** Qatar Infrastructure Company, Qatar
Planning & Costing Engineer
Jan 2016 – May 2020
 - 4.** Vision Etimaad Contracting Company, KSA
Assistant Mechanical Engineer
Dec 2013 – Sept 2015
 - 5.** Trishul Electromech Pvt Ltd., India
Mechanical Engineer
Apr 2011 – Nov 2013
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Job Responsibilities

Planning & Scheduling

- Develop and maintain baseline schedules using Primavera P6 for all project phases.
- Monitor project progress and prepare weekly/monthly progress reports with S-curves.
- Conduct cost variance and performance analysis to identify potential overruns.
- Coordinate with procurement, construction, and engineering teams to align schedules.
- Update and track earned value (EVM) and productivity KPIs.
- Manage project budgets and prepare cost forecasts and financial reports.
- Evaluate and justify change orders and claims.
- Maintain and update cash flow projections and resource histograms.
- Conduct delay and recovery analysis to ensure timely completion.
- Support tendering team with cost estimation and technical proposals.
- Prepare project control procedures and implement cost management systems.
- Review subcontractor schedules and monitor subcontractor progress.
- Coordinate with client/consultant for schedule updates and approvals.
- Support management in decision-making through data-driven reports.
- Ensure compliance with contractual and company standards for cost control.

Cost Control & Budgeting.

- Prepare, review, and update project cost estimates based on design, BOQ, and scope of work.
- Review and verify contractor and vendor invoices to ensure alignment with contractual terms, approved progress milestones, and verified deliverables.
- Coordinate and liaise with Procurement, Finance, and Project Controls departments to facilitate timely, accurate, and compliant processing of payments.
- Maintain comprehensive and auditable records of invoice evaluations, approval workflows, payment status updates, and overall project financial commitments to ensure transparency and accountability.
- Track project progress against the baseline schedule.
- Tracked actual vs. budgeted costs, identifying variances and recommending corrective actions.
- Prepared and monitored cash flow forecasts and ensured proper cost loading in project schedules.
- Prepare cost forecasts to predict future expenditures.
- Evaluated cost impact of change orders and supported claims and cost recovery.

Coordination & Reporting.

- Coordinated with engineering, procurement, and construction teams to ensure schedule and cost control integration.
- Presented cost and schedule status during progress review meetings.
- Maintained cost and schedule databases, reports, and final project close-out documentation.

Key Projects

- NIC Neom South BSP Substation (710 KV), Neom, Saudi Arabia
- Al Jazeera Fiberglass Factory, Industrial Area (2021-23)
- AMC for HVAC System -Qatar Government Schools (2022-23)
- AMC-Toyota Tower (2022-23)
- Supply & Installation of Pipelines for Oil, Gas & Chilled Water Services, Qatar Energy(2021-22)
- Supply and Installation of Firefighting System, Qatar Steel (2021-22)
- Warehouse & Showroom Project, Jery Al Samur (2017-2020)
- Rashida Farmhouse & Palace, Al Khor (2018-2020)
- New Doha Residential Apartment (B+G+7), Doha (2017-2019)

- Turkish Hospital, Al Muntaza (2016-2019)
 - D Villa (B1+B2+G+7), Doha (2016-2018)
 - Holiday Villa Extension Project (2016-2020)
 - AMC-Holiday Villa, Al Mansoura (2016-2020)
 - AMC-The Cambridge School, Al Mamoura (2016-2020)
 - Al Shamiya Project (Harem Extension), Makkah (2013-15)
 - Installation of Walking Platform, Toyota Kirloskar Plant (2011-13)
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Declaration

I hereby declare that the above-mentioned information is correct up to my knowledge and bear the responsibility for the correctness of the above-mentioned particulars.

(Noore Mujassam)