

Muhammad Akbar (BSc. Civil Engineer)

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Professional Summary

Seasoned Civil Engineer (**Registered under Pak Engineering Council**) with over 10 years of comprehensive experience with local/international Contractor, Consultants & Project Management Companies.

I've experience of construction works in **Commercial Buildings, Oil & Gas sector, Chemicals Industry Infrastructure, Landscaping, Finishing, & Vehicle Parking**. Good ability to lead multidisciplinary teams, ensure project delivery within time and budget, and maintain high standards of quality and safety. Seeking to leverage my technical and leadership skills in a challenging role in Construction Projects.

Professional Skills

- Liaise with local/foreign Professionals such as Architects, Consultants, Contractors & JV Partners.
- Managing Projects & related activities within given time, Quality & budget.
- Proficient knowledge of structural, architectural & relevant MEP drawings.
- Project Planning & assist in preparation of detailed schedule of the project.
- Experienced in QA/QC documentations & compliance of technical specifications of project.
- Strong Knowledge of BBS preparation, Quantum Surveying, VORs & Costings.
- Carrying out Inspections, approval of WIRs & record keepings of WIRs through detailed log register.
- Review, interpret and implement all technical designs, drawings, BOQs, estimations, specifications.
- Overseeing the legal documents supplied by stakeholders of project and record keeping via generation of log files of MOMs, Submittals, WIRs, RFIs, Site instructions & reports.
- Hands on experience of steel/composite structure & retrofitting works.
- Coordination for smooth & timely provision of deliverables in order to avoid delays.
- Preparation/Verification of invoice claims by/for contractors & arranging payments.
- Preparation of reconciliation reports of Materials.
- Conducting the Daily, weekly & monthly site meetings & resolving constraints to meet the targets.
- Reviewing & approval of shop drawings & method statements of the structural/finishing works.
- Periodic review of the schedule, progress tracking & preparation of weekly/monthly progress reports.
- Carrying out the inspection of structural/finishing works of the projects.
- Tender/RFQ Preparation, issuance, coordination & preparation of Cost Comparison sheets.
- Extensive experience of onsite MEP coordination to proceed for errorless & quality Execution.
- Enhancing team performance through effective communication & consistent updates on tasks.
- Well aware of HSE protocols & compliance to augment safe execution of jobs.
- Coordination with in-house teams for procurements, payments & material delivery at site.

Professional Experience

Manager Civil at Dolmen Group (Jan 2025 ~ Till Date)

Deputy Manager Civil at Dolmen Group (March 2021 ~ Dec 2024)

Construction of Dolmen Shopping Mall Project Lahore.

- To liaison with consultants/contractors for the smooth & timely provision of deliverables.
- Receiving, reviewing & responding the RFIs from contractors/Consultants.
- To coordinate & manage the Civil & MEP contractors in order to avoid clashes and delays at project.
- Managing the inspections works at site & approval of WIRs on daily basis.
- Issuance of violation notices in shape of SOR/NCR in case of any contravention.
- Reviewing the VORs & preparation of evaluation report of the VOR.
- Verification, Checking & approval of the Shop drawings & method statements.
- Reviewing ITPs inline with project specifications & Standard.
- Maintaining the records of the RFIs, Site instructions, Inspections reports, delivery records by creating the proper log.
- Conducting the weekly/monthly site meetings & resolving constraints.
- To assist in verifying the payment Bills claimed by contractor & maintain the IPCs' record.
- Managing & monitoring the contract/design documents supplied by the consultants.
- Monitoring the progress bench marks & contractor's performance to expedite the site activates.
- Preparation, compilations & issuance of Tender/RFQs to the bidders & subsequent coordination.
- Monitoring & checking progress & preparation of reports.
- Management/supervision of **waterproofing** in wet areas & Roof waterproofing & insulation works.
- Ensuring safe works by regularly identifying hazards, TBTs & ensuring PPEs use.
- Supervision/Coordination works **for infrastructural works** to include Pavements, Walkways, Landscaping, Storm water & drainage system, Cascade fountains, Manholes & Pits.
- Execution/Alliance for Civil works related to Vertical Movements (**Escalators/Travelators/Lifts**).
- Management, supervision & coordination for civil works of **HVAC system** to include equipment foundations, Chiller plant rooms, cooling tower, technical rooms, Diesel tanks etc.
- Management, supervision & coordination for civil works of **Electrical/Telcom system** to include Power/Generator house, Substation building, Cable ducts, Light poles, Electrical manholes etc.
- Management, supervision & coordination for civil works of **Plumbing & fire system** to include Water Storage tanks, irrigations tanks, pump rooms, Exhaust rooms, Duct Shafts, FHC.

Civil Engineer at SALFO & Associates SA, Greece PMC

Construction of Dolmen Shopping Mall Project Lahore.

(April 2020 ~ Feb 2021)

- Comprehensive study of all structural & architectural drawings prior to issuance to contractors.
- Managing the inspections of structural works & approval of WIRs on daily basis.
- Raising query over ambiguities/discrepancies & responding the RFIs from contractors/consultants.
- Managing the daily site inspections record through creation of well detailed log.
- Conducting different tests on steel & concrete.
- To coordinate with MEP teams of consultant & contractors for elimination of inconsistencies.
- Issuance of site instructions to contractors & consultants.
- Conducting the weekly/monthly site meetings & resolving constraints.
- Daily monitoring & updating the site progress.
- Issuance of violation notices in shape of SOR/NCR in case of any contravention.
- Reviewing the VORs & preparation of evaluation report of the VOR.
- IPC verification of structural works.
- Maintaining the records of the RFIs, Site instructions, Inspections reports etc.
- Preparation of Daily, weekly & Monthly progress reports.

Designation: Planning/Costing Engineer at Descon Engineering (Pvt) Limited (Pakistan)

Project: Installation of EDVCM Plant at Engro Polymer & Chemicals (Pvt) Ltd.

(NOV 2019 ~ March 2020)

- Precise Quantum calculation from drawings & subsequent Manhour's calculations.
- Coordinate with site engineers, procurement, and subcontractors for schedule updates.
- Regular site visits & progress monitoring on daily basis.
- Support in delay analysis or recovery planning.
- Help in updating risk assessments related to time impacts.
- Timely submission of valuation for fast Procurement
- Coordination with procumbent team to ensure the prompt material delivery at site making no delays.
- Preparation of Bar Bending Schedule for all type of RCC structures.
- To advise & supervise the Fixing of rebar as per prepared BBS.
- Raising a Technical Query over undefined scope or design's ambiguity.
- Identification of additional entitlement under contract, raising a Change Request (C.R) of Non BOQ Items & Estimating the Cost.
- Preparation of Progress based BOQ & IPCs.
- Updating the Quantum & cost variances for the scope against Re-line drawings.
- Providing the inputs for preparation of Monthly look-head/target plan & LF Budgets.
- Ensuring the issuance of work orders for subcontractors.
- Undertaking the cost analysis of the executed works by subcontractors.
- Verification of Invoices claimed by subcontractor.
- Preparation of Reconciliation statement based on the Qty.

Designation: Cost Engineer / Quantity Surveyor at Descon Engineering (Pvt) Limited (Pakistan)

Project: PAPCO White Oil MOGAS Storage Project, Port Qasim Karachi.

(Oct 2017 ~ Oct 2019)

- Precise Quantum calculation from Structural & Architectural Drawings.
- Timely submission of valuation and material Procurement requests.
- Preparation of Bar Bending Schedule for all type of RCC structures.
- Rate analysis & preparation of VORs for non BOQ items.
- Technical discussion with consultants/execution teams & subsequent scope clarification.
- Identification of additional entitlement under contract, raising a Change Request.
- Preparation of Progress based BOQ & of IPCs
- Providing the inputs for preparation of Monthly look-head/target plan & LF Budgets.
- Ensuring the issuance of work orders for subcontractors.
- Preparation & Verification of Invoices & reconciliation statements.
- Monitoring, updating, recording & presenting the relevant cost Data.
- Assisting planning team in preparation of daily, weekly & monthly progress reports.
- Preparation of Shop /as-built drawings on AutoCAD.

Designation: Proposal & Contract Engineer

Organization: Engineering Kinetics (Pvt) Limited Lahore.

(NOV 2015 ~ June 2017)

- Evaluation of Client's Tenders & Preparation of Commercial & Technical Bid offers.
- Producing BOQs after Comprehensive Study of Drawings.
- Calculation of all the Materials & Man hours required for the proposed Project.
- Review contractual and commercial terms, assess risks & Attend Pre-bid meetings.
- Acknowledgment of Contract's and Project's Conditions.
- To raise Queries regarding BOQ/Drawings/Specifications for effective cost analysis.

- Calculation of Unit Rates of BOQ Items.
- Visiting the Proposed Construction Sites to collect information regarding material needed, Labor requirements and other factors.
- To assist Planning Team in Developing & maintaining detailed project schedules.
- Floating inquiries to subcontractors/suppliers & preparation of comparative Studies.
- Reviewing the Specifications for Materials, Tests and Execution methodology.
- Compilation and submission of Tenders.
- Coordination with Execution team for monitoring costs, preparation VOR. Etc.

Designation: Assistant Resident Engineer

Organization: Engineering Services Consultant Lahore.

Project: Water Supply Scheme Rahim Yar Khan City.

(June 2015 ~ Nov 2015)

- Inspection of Site works as per IFC drawings.
- Verification of Bar Bending Schedule (BBS) & Inspection of Rebar Fixing.
- Receiving and approving Daily check requests submitted by contractor.
- To verify the Quantum of executed work & IPC claimed by contractor.
- Preparing and issuing construction permits and violation notices.
- To conduct the Material Tests and preparation of technical reports.
- To be aware of all site activities & notify to Resident Engineer in case of nonconformity.
- Reviewing inspector’s daily reports and preparation of engineer’s daily diary.
- To assist Resident Engineer in specific duties in accordance with project requirements.
- Acknowledgment of monthly progress work record and reporting it to Head office.
- To work closely with levels of Management, Planning and QA/QC staff at site.

Internships/Courses

- ❖ 04 weeks Internship as Trainee Engineer under Public work Department Lahore.
- ❖ 04 weeks work internship as Site Engineer under City Housing Private Limited Sialkot.
- ❖ Attended fortnight Survey Camp in Ayubia held under UET Taxila.

Final Year Project

- Planning and Design of Water Supply & Sewerage System of Phase VIII, Baharia Town, Rawalpindi.

Achievements/ Personal Skills/ Extra Curricular Activities

- Awarded Pakistan Engineering Congress (P.E.C) Merit Scholarship.
- Solid Communication & ability work efficiently with diverse groups of people.
- Project Management, Leadership, Confidence, Team work and Good Math skills.
- General Member of EPS (Environmental Protection Society) UET Taxila.
- Organizing Member of Student Week events in university.

Education

• BSc. Civil Engineering (UET Taxila)	CGPA 3.11/4.0	2015
• FSc. (Pre-Engineering)	Marks 86.30%	2011
• Matriculation	Marks 85.88%	2009