



# MOHAMMAD AAMER MUSTHAFA

## CONTACT

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## SKILLS

- Experience with planning and scheduling of project activities particularly using computer-based scheduling software such as Primavera P6 (Oracle's Project Management Application).
- Expert knowledge in the use of Microsoft Office products including Access, Excel, Word and PowerPoint.
- Excellent command of oral and written English.
- Demonstrated ability to function effectively in a team environment with colleagues and subordinates of multiple ethnicity and cultural backgrounds.
- Experience of working in foreign countries, especially in the Middle East is an important criterion.
- Experienced in heavy civil earth works, utilities, roads infrastructure and buildings (various).

## PROFESSIONAL SUMMARY

Highly analytical and performance-driven Project Planning Engineer with 5+ years of professional experience in developing, monitoring, and controlling large-scale construction schedules. Core competency in managing the full project lifecycle from baseline preparation to final handover.

## GULF PROJECT EXPERIENCE

**Planning engineer** 03/2024 - 06/2025

**Fata Al-Riyadh Contracting Company** - Riyadh, Saudi Arabia

- Develop a master baseline construction schedule with cost and resource loaded using Primavera P6 software.
- Reporting to the planning manager or the project manager on planning matters.
- Preparation of engineering/ procurement/ materials delivery schedule.
- S-curve, Histogram, WBS, critical path, cost and resource loading and manpower calculation.
- Understand WBS structure, and work within management and project/maintenance team in the development work breakdown structure for progress measurement, scheduling, cost estimating and project control.
- To find the CPI and SPI value of the project.
- Develop and update resources like manpower and equipment histograms weekly and monthly as required.
- Prepare and update three weeks and three months look-ahead schedules that reflect the priority activities.
- Coordinate schedules from multiple contractors and incorporate the information gathered into the overall project master schedule.
- Update master program on a weekly/ monthly basis and identify potential schedule.
- Reviewing daily reports sent from the site by the site engineer.
- Review Engineering and Procurement weekly.
- Prepare 1 month look ahead activities monthly to submit in the monthly report.

**Project Planner /Scheduler** 06/2021 - 02/2024

**BCES Construction** - Hyderabad, India

- Responsible for generation of documents such as project plan, work breakdown structure, overall and detailed schedule, progress reports and presentations

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## CORE COMPETENCIES

- Project Scheduling and Planning (Baseline, Look-ahead, Tender Schedules).
- Progress Monitoring and Reporting (S-curves, Dashboards, KPI tracking, Delay Analysis, EOT Claims).
- Resource and Cost Management (Resource Histograms, Cost Loading, Earned Value Management).
- Risk and Delay Mitigation (Delay Identification, Recovery Plans, Revised Schedules).
- Stakeholder Communication (Client Reporting, Executive Presentations, Progress Meetings).

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## TECHNICAL SKILLS

- Primavera P6 – Advanced proficiency.
- MS Office Suite – Excel, PowerPoint, Word.
- Dashboards, S-curves, Histograms, Cash flow Forecasting.
- Narratives, KPI Reporting, Recovery Schedules, Earned Value Analysis (EVA).
- BOQ Reading, Scope Analysis, Submittal Log Preparation.

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## PERSONAL DETAILS

**Nationality** : Indian  
**Marital status** : Single  
**Visa status** : Transferable  
**Passport No** : X2528396  
**Gender** : Male  
**Religion** : Muslim

during the stage of proposal and execution under the guidance of Project Control Manager.

- To prepare detail L-2, L-3 schedules using software packages such as Primavera and rigorous monitoring of project implementation. The major activities required to be performed are preparation of master schedule, alignment of functional schedule for engineering, procurement and construction with overall schedule, data collection for scheduling, develop network logic, actual Vs. schedule progress, forecasting, trend analysis, resources planning.
- Monitor critical path overall schedule on a daily basis by collecting necessary data for the same. Prepare catch up plans, look ahead plans based on inputs from respective sources and report to Project Control Manager.
- Prepares progress measurement system procedures and carry-out project progress update on stipulated intervals and supports Project Control Team.
- Preparation of manpower histogram, highlighting the resource constraints that affect project progress.
- Identify requirement of revision in schedule, raise alert of same to Project Control Manager and carry out revision in schedules.
- Preparation of Quantity Booklet based on proposal quantity.
- Track quantities of bulks and tagged items across the life cycle of the project i.e. stages of E,P,C.
- Carryout quantity variance analysis.
- Regularly compute work content for activities.
- Certify Construction invoices Shared cross-functionally.
- Coordinate the cross function discussions, identify the critical activities and supports required for different function and facilitate the project progress.
- Tracked procurement schedules for long-lead items and coordinated with vendors for delivery timelines.
- Developed Progress Monitoring Sheets to evaluate actual progress vs planned progress.
- Supported preparation of BOQ-based quantity tracking and productivity reports from site measurements.
- Followed up on approvals for shop drawings, method statements, and inspections to avoid schedule delays.

### Project Scheduler

03/2020 - 05/2021

#### KIRBY BUILDING SYSTEMS - Hyderabad, India

- Analyze the project schedule and implement the logic according to the actual site conditions.
- Submittal of Weekly and Monthly progress reports based on the work progress.
- Organizing periodic meetings with the top management within the firm and forecasting progress.
- Production of look-ahead schedules to supplement daily work list, assisting with the assessment of work prioritization, resources, and interfaces.
- Daily progress updates for site management, comprising cost trends, and progress curves.

- Review all the civil and mep activities.
- Prepares the schedule for the project.
- Tracking of progress accomplishment.
- Prepare cost S Curves and manpower histogram.
- Prepare and update the cost report for the project.
- Update actual progress for Civil, MEP, Procurement, and Engineering weekly.
- Coordination with the Site Engineer weekly.
- Review baseline and progress schedules weekly.
- Prepare graphical progress layouts weekly.
- Plan 3 weeks of look ahead activities weekly.
- Review Engineering and Procurement weekly.
- Prepare and track construction objectives weekly.
- Calculate project earned value.

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## EDUCATION

**Bachelor's degree:** Electrical and Electronics Engineering (EEE),  
06/2018 - 05/2021

**Jawaharlal Nehru Technological University** - Karimnagar, India

**Diploma:** Electrical and Electronics Engineering (EEE), 06/2015 -  
05/2018

**State Board of Technical Education and Training** - Karimnagar,  
India

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## CERTIFICATIONS

- Primavera P6
- MS-OFFICE
- AutoCAD

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## SOFTWARE/COURSES

- Certified course in Oracle Primavera P6, 8.2, 17 and 23.
- Microsoft Office (Word, Excel, Power Point).
- Designing Applications: AutoCAD 2015/16/17/18/24/25.