



### **TO WHOM SO EVER IT MAY CONCERN**

I write to express my interest in working with your organization. I have 12 years of experience in the construction industry. I am a fully qualified **QA/QC Engineer (Civil)** in construction supervision of **Backfilling and infrastructure Works like Wet Utilities (Storm Water Network, Potable Water Network, Irrigation Network, Sewage Network, Solid Waste Collection Network) Dry Utilities [Mild Voltage Network, Low Voltage Cable Network, Street Light Networks,**

**Post tensioning works, Piling foundation works, shoring piling works, Fit-out finishing works, Steel structural works, Reinforced cement concrete works, Pre- engineering structural works,** which includes accurate Quality Assurance and Quality Control. I am also experienced in full on-site construction management from start to Client hand over. I have developed excellent skills in guiding, motivating, training and mentoring all other team members. I have wide experience managing both residential and building commercial projects, refurbishments and building additions.

I have strong technical knowledge in Civil tools such as Quality Management System, Quality Toolbox Talk, Concrete tests like slump test. Air content test, Temperature test, cylinder test and Unit weight test and then allowing concrete, I continually strive to improve myself and see every day as another opportunity to learn something new.

I manage my time well and like to plan and organize my work so that I can deliver expected outcomes in a timely manner and on budget. My Attention to detail is second to none and I thrive on the pressure involved in completing projects.

While my resume illustrates my experience and training, what it cannot communicate is my dedication to my craft. After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for.

I look forward to elaborating on how my specific skills and abilities will benefit your organization. Please contact me at +966510196787 or via email at [erosman295@gmail.com](mailto:erosman295@gmail.com) to arrange for a convenient meeting time. I look forward to contributing to your organizational goals.

Thank you for your consideration and I look forward to meeting with you soon.

Yours Sincerely,

Osman Ifroz Afzal

# CURRICULUM VITAE

## OSMAN IFROZ AFZAL

Civil QA/QC Engineer

Email: [erosman295@gmail.com](mailto:erosman295@gmail.com)

Mobile: +966510196787

Linkedin: <https://www.linkedin.com/in/engr-osman-ifroz-afzal-51476b19a>

### CAREER OBJECTIVE:

Candidate with a bachelor's degree in civil engineering and extensive working knowledge about practices and principles of the field, seeks to work as a Senior QA/QC Engineer for a leading organization. To apply my skills and abilities in achieving perfection. I would like to pursue a challenging career and achieve higher grounds in the ever-growing and innovative fields.

### EDUCATION QUALIFICATION:

Bachelors in civil engineering

### CERTIFICATION & MEMBERSHIP:

Quality Management System Lead Auditor ISO 9001: 2015 CQI-IRCA  
Saudi Council of Engineers Membership ID: 1032522

### PROFFESIONAL WORK EXPERIENCE: 11 Years

- 1. Position** : **QA/QC ENGINEER CIVIL**  
Employer : SALINI SAUDI ARABIA  
Duration : March 2024 – October 2025  
Client : Diriyah Gate Development Authority – DGDA  
Project : Diriyah Square Super Basement, Riyadh- KSA.  
Scope of  
Employer's Contract: Engineering, Procurement & Construction (EPC)  
Project Value : SAR 3.99 billion  
Project Area : 01 million square meters

- **Building Works- Fit out finishing works, reinforced cement concrete works, Pre Engineering building works.**
- Multistorey Mega Car Park Capacity of 10500
- Retail & Public Realm
- Office buildings
- Tunnel (Wadi Hanifa, VIP, Gyrotory, Utilit)

- 2. Position** : **Sr. Civil QA/QC ENGINEER**  
Employer : Navayuga Engineering CO WLL  
Duration : December 2019 – January 2024  
Client : United Development Company (UDC)  
Project : Gewan Island Project PK-2.  
Scope of  
Employer's Contract: Engineering, Procurement & Construction (EPC)  
Project Value : 357 Million Riyals  
Project Area : 4.8 Kms

- **Storm Drainage Collection**
- **Potable, Process and Fire-Water Supply and Distribution System**
- **Potable Steel Tanks**
- **Sanitary Wastewater Collection System including Lift Stations**
- **Industrial Wastewater Collection System including Lift Stations**
- **Irrigation Water System**
- **Power Distribution System**
- **Telecommunication Distribution Network**
- **Street Lighting System**
- Traffic control system (Traffic Lights)
- Building Works- Fit out finishing works, reinforced cement concrete works, Pre Engineering building works.
- Remedial Works- Jacketing of reinforced columns, Jacketing of reinforced beams, retro fitting of reinforced slabs.
- Steel Structural Works- Steel columns, steel beams, anchoring of steel columns, anchoring of steel beams, torquing of all anchor bolts of all elements( columns, beams ETC)
- Road Networks (Asphalt)- Dense bituminous macadam, Wet mix Macadam, Bituminous sub Base, Suck coat, Tack Coat, Seal coat, Bituminous Concrete(Final coat).

<b>3. Position</b>	:	<b>Civil QA/QC Engineer</b>
Employer	:	AL Naser Engineering & Contracting Co
Duration	:	August 2013- October 2019
Project	:	Commercial Building (G+25), Residential buildings [G+3, 2G+7 floors), (G+1 Villas (3 N0's)]
Client	:	Various Owner's
Scope of		
Employer's Contract :		Engineering, Procurement & Construction (EPC)
Project Value :		AED 1 Billion (G+25)
Project Value :		AED 700 million (G+3, 2G+7 floors)
Project Value :		AED 450 million (G+1 Villas (3 N0's)

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- Building Works- Fit out finishing works, reinforced cement concrete works, Pre Engineering building works.
- Remedial Works- Jacketing of reinforced columns, Jacketing of reinforced beams, retro fitting of reinforced slabs
- Steel Structural Works- Steel columns, steel beams, anchoring of steel columns, anchoring of steel beams, torquing of all anchor bolts of all elements( columns, beams ETC)

## SPECIFIC DUTIES AND RESPONSIBILITIES:

- Interpret project specifications, drawings, and all other engineering related documentation.
- Enforces strict compliance with all Engineering Standards, QA/QC and Safety procedures, plus all Company rules and regulations.
- Supervise the Clients' Quality Action Plan activities and provide daily, weekly and monthly reports as required by the Client.
- Raise Work Inspection Requests WIR as per (Inspection Test Plan) ITP.
- Monitoring execution of work on site are as per correct implementation of the project quality plan and quality procedures and progress related to all civil works in accordance with programs of work on the site, as per the approved shop drawings, approved materials & test Plans.
- Taking full responsibility for hold-point releases once all QMS functions have been completed and the work is ready to go into the next stage.
- Coordinate with the Site Team for all activities related to site development and construction to ensure that quality of work is being implemented.
- Investigate client's complaints and deficiency reports and provide identification of causes to appropriate activities.
- Timely closing NCR (Non-Conformance Report)
- Issue QAN (Quality Action Notice)
- Preparing PQP – Project Quality Plan.
- Preparing Sub-Con Evaluation reports to improve the quality of work.
- Conducting Product Inspections with the consultant.
- Preparing weekly quality report and submitting to Project management and highlighting the Quality Issues to comply.
- Assist in the review and approval of all subcontractors and suppliers' invoices prior to submitting to ensure that work has been completed according to contract requirements.
- Preparing DSD Daily Site Dairy report to ensure the work is carried out as per Quality procedure and to track the Inspections Status.
- Follow up with the construction team to comply with the comments prior to raising Revision Inspections.
- Conducting all the tests as per the daily site requirements.
- Attending Off-Site inspections for Asphalt Plant, Concrete plant, Third Party Testing Agencies, material production factories etc., to explain the Quality standards and procedures required for project.
- Preparing Off-Site inspections and highlighting the issues to rectify and obtain good quality of product from supplier.
- To get Sample approval of material Conducting Sample or Mock-up Inspection in site with consultant.
- Ensure that all inspection reports are accurate and that all attached documents are in their status.
- Review all inspection reports for compliance.
- Assist the QAQC Manager in the project, maintenance and control of the quality system.
- Liaise with the Site Construction Engineers and provide assistance when requested.
- Assist the QAQC Manager and Construction Manager in resolving any discrepancies and ambiguities.
- Review and Assisting Execution Team to prepare Method Statements and Procedures.
- Preparing for Inspection test Plan (ITP).
- Review and Assisting Procurement for the Material Submittal comprising the various materials to be used in construction activities.
- Reviewing As-Built drawings to highlight the changes of work done in site (Levels, Elevations, Locations and dimensions) Comparison with IFC drawings.
- Supervises the preparation of three week and one week look-ahead plans for the field engineering works of the project, in close liaison with construction, planning and other departments and disciplines.
- Preside over weekly meetings designed to coordinate the work.

- Maintaining & Recording Quality documents such as ITP (Inspection Test Plan, Method of Statements & Quality Certificates).
- Ensuring the quality of material before its use on site as per project specifications & standards.
- Working on all Inspection requests and ensuring they're closed on time, based on the comments provided from Consultant/Client.
- Assisting the DCC Team in maintaining all material documents, field notices, site observation notices, Non-conformance Reports (MEP), Civil Inspections daily.

#### KEY SKILLS AND ABILITIES:

- Interpersonal Skills,
- Decision Making,
- Hard working and confined to work,
- Active participation in the Assigned work,
- Organizational Skills, Leadership & Development,
- Enhance Productivity,
- Training Skills for team leadership skills,
- Ability to face challenges,
- Problem Solving Skills
- Technical skills.

#### DESIGN SOFTWARES / APPLICATIONS:

- Auto Cad 2D & 3D.
- MS – Office (Excel & Word).
- DMS – Document Management System
- Aconex- Construction Project Management Oracle

#### PERSONAL PROFILE:

- Iqama Status : Transferable
- Nationality : Indian
- Marital Status : Married
- Place of Birth : India
- Driving License : Valid Saudi Driving License
- Languages Known : English, Urdu, Hindi & Arabic (Basic Communication)

#### DECLARATION:

I hereby declare that the information furnished above is complete and true to the best of my knowledge.

Osman Ifroz Afzal



# CERTIFICATE OF ACHIEVEMENT

***Osman Ifroz Afzal***

has successfully passed all the course assessment requirements for  
the following CQI and IRCA certified course:

**QMS ISO 9001:2015 Lead Auditor**



*(Valid for five years for IRCA Auditor Certification Purposes)*

This course is delivered in association with CQI and IRCA Approved  
Training Partner (SEQM Training Limited)

Approved Training Provider:	<b>SEQM Training Limited</b>
Learner ID:	<b>ST2021-12-69</b>
IRCA ULN:	<b>347225</b>
CQI and IRCA Course Identifier:	<b>18202</b>
Course Dates:	<b>14 – 18 December 2021</b>



***Keith Shakes***

Course Director

Membership no.:1032522

عضوية رقم: 1032522

In accordance with the Regulations of Saudi Council of Engineers by Royal Decree M/36 Date 26/9/1423H and the Engineering Professions Practice Regulation by Royal Decree M/36 Date 19/4/1438 H. SCE has approved:

استناداً إلى نظام الهيئة السعودية للمهندسين الصادر بالمرسوم الملكي رقم م/٣٦ وتاريخ ٢٦/٩/١٤٢٣هـ ونظام مزاولة المهن الهندسية الصادر بالمرسوم الملكي م/٣٦ وتاريخ ١٩/٤/١٤٣٨هـ ولائحته التنفيذية فقد قررت الهيئة اعتماد:

**OSMAN IFROZ AFZAL**

Membership Category: Engineer

Specialization: Civil Engineering

Membership Start Date: 5/16/2024

**عثمان فروز أفضل**

فئة العضوية: مهندس

التخصص: هندسة مدنية

تاريخ بداية العضوية: 5/16/2024

This Certification is valid until: 16 May 2026

هذه الشهادة صالحة إلى تاريخ: 30 ذو القعدة 1447



الأمين العام Secretary General

المكلف / م. فيصل بن عبدالله اليمني



# CERTIFICATE OF APPRECIATION



This certificate is proudly presented to:

*Osman Ifroz Afzal*

QA/QC Engineer

*In recognition of his outstanding contributions and dedication to the success of the Project. Diriyah Square - Package 2 - Super Basement & AGA-P3, P6, P7 of Salini Saudi Arabia*

Given this day on 13 Nov 2024

ZAID SAID  
D. Project Director

WORLD CQI IRCA  
QUALITY WEEK 2024

Certificate No.  
SSA-QL-0002/2024

HASSAN KHAWLI  
Quality Director