

# FAREED ABDUL HATHI.

## Quantity Surveyor | Estimator.

### BSc (Hons) in Quantity Surveying.

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Location: Riyadh, KSA.



### CAREER OBJECTIVE

I seek to join as a **Quantity Surveyor** with **nearly 6 years** of good professional experience, including work in the Gulf Cooperation Council (GCC) countries such as **UAE and Sri Lanka**. I expertise spans both **pre- and post- contract stages** and I have held commercial positions with international contractors. In these roles, I was responsible for overseeing and managing the commercial aspects of various construction projects. I have the qualities to succeed in a demanding environment **Civil, MEP, Infrastructure, Landscape and Fit- Out**.

### PROFESSIONAL QUALIFICATIONS

- **Bachelor of Science (Hons) in Quantity Surveying ( R )** - De Monfort (UK)
- **Higher National Diploma in Quantity Surveying** - City & Guilds (UK)
- **Diploma in Quantity Surveying** - IPCS(SL)
- **Diploma in AutoCAD** - E.C Nation College

### PROFESSIONAL CAREER/ WORKING EXPERIENCES

#### **MITHAL GAZI BIN MUTHAIRI CONTRACTING – Saudi Arabia**

**Position** : Quantity Surveyor  
**Duration** : Dec 2024 – Jun 2025  
**Projects** : Residential Villas  
Development



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### ROLES AND RESPONSIBILITIES:

#### Post-Contract :

- Perform quantity takeoffs for Civil works and MEP.
- Prepare the Interim Payment Application (IPA) & Prepare the Sub-contractor payment (IPC).
- Maintaining logs for Subcontractor schedules and their (PG & APG) Guarantees and bonds.
- Preparing Quantity take-off for materials procurements.
- Prepare and maintain logs for claims / variations.
- Attending Commercial Meeting & Preparation of minutes of meetings and Contractual correspondence & Check, review and recommend on new rates.
- Obtaining quotations from suppliers and subcontractors for the finalization of prime Cost and provisional sum items.
- Develop and maintain material logs and measurement records for efficient cost control.

## **GAMMA CONTRACTING LLC - UAE**



**Position** : Quantity Surveyor & Estimator

**Duration** : Jun 2021 – Sep 2024

**Projects** : Dubai Ayurvedic Clinic & Dunes Building DSO

### **Pre-Contract**

- Assess contractual letters, specifications, drawings, and bill of quantities to establish project scope and collect tender details.
- Create RFQ to gather contractor quotations and produce a comprehensive tender evaluation report.
- Perform quantity takeoffs for civil works, MEP (mechanical, electrical, plumbing), and interior fitouts.
- Ensure adequacy of details for tender preparation.
- Possess extensive experience in estimating project costs.
- Create proposals for value engineering to enhance project efficiency.
- Thoroughly review and complete tender and contractor documentation.

### **Post-Contract**

- Prepare and document detailed quantity take-offs to meet project requirements.
- Develop interim payment applications for ongoing project work.
- Collaborate with various departments to ensure the completion of supporting documentation for Interim Payment Applications (IPA).
- Monitor and manage subcontractor liabilities effectively.
- Identify and document project scope changes, including additions, omissions, and substitutions, and prepare variation orders as required.
- Assist in forecasting project cash flow.
- Develop and maintain material logs and measurement records for efficient cost control.
- Ensure accurate and up-to-date documentation of financial transactions, contracts, and meeting records.
- Systematically organize and preserve project documentation and records for future reference.

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## **TISSA BUILDERS & CONSTRUCTORS (PVT) LTD – Sri Lanka**



**Position** : Quantity Surveyor

**Duration:** Feb 2018 to Jan 2020

**Project** : UOM Buildings & Villas

### **ROLES AND RESPONSIBILITIES:**

- Review tender documents, including contractual letters, specifications, drawings, and bills of quantities, to determine project scope and collect relevant tender information.
- Perform measurements to support project takeoff.

- Prepare interim payment applications.
- Collaborate with other departments to ensure the completion of supporting documents for Interim Payment Applications (IPAs).
- Issue Requests for Quotation (RFQs) to solicit contractor quotations and compile detailed tender evaluation reports.
- Conduct quantity takeoffs across multiple disciplines, including civil works, MEP.
- Prepare and finalize tender documents with precision for submission.
- Apply extensive expertise in cost estimation.
- Monitor and manage subcontractor liabilities effectively.
- Identify project variations such as additions, omissions, and substitutions, and prepare corresponding variation orders.
- Maintain material logs and measurement records to support efficient cost control for the project.

### **SKILLS AND KEY COMPETENCIES**

- Methods of Measurements (POMI, NRM 1&2, SMM7, CESMM3&4)
- Condition of Contract (FIDIC 1999)
- Engaged in pre-contract activities for construction projects to secure new projects and identify appropriate contractors for our clients. Demonstrates self-motivation, a strong work ethic, and proficient administrative and communication skills.

### **COMPUTER LITERACY**

- Operating Systems : Internet, Email, Windows XP & Windows-7
- Drafting Software : Revit, CostX, PlanSwift, AutoCAD 2D/3D and 3ds Max □  
MS-Office : Word, Excel, PowerPoint, Outlook, Power Bi & MS-Project

### **PERSONAL DETAILS**

Full Name : Freed Abdul Hathi  
 Marital Status : Single  
 Nationality : Sri Lankan  
 Driving License : Holding Valid Sri Lanka Driving License  
 Visa Status : **Transferable Iqama (Saudi Arabia)**

### **NONE - REFEREES RELATIVE**

References can be furnished upon request.

I affirm that the information provided is genuine and correct to the best of my understanding. I assure you that the details furnished are accurate, and I am willing to provide additional information if needed. Please feel free to reach out to me should any further clarification or details be required.

Yours faithfully

**Abdul Hathi**  
**QUANTITY SURVEYOR**