

# Jawad Zeb Sultan

QUALITY MANAGER



## Personal Info

Experience: 10+ Years

Email:

engrjawadzeb@gmail.com

Phone: 0501992847

0532118984

Gender: Male

Address: Riyadh, KSA

LinkedIn: jawad-zeb

Driving License: KSA

Iqama Status: Transferable

## Languages

- English
- Arabic
- Urdu
- Pashto
- Panjabi

## Professional Summary

I have extensive experience in managing the development and execution of quality assurance and quality control (QA/QC) strategies to comply with Sausi, and International standards. I have a proven track record of coordinating QA/QC activities with all departments.

I have successfully implemented and managed quality management systems, and have crosschecked compliance in internal audits. I am currently working on 16 different sites as a Quality Manager. I have extensive experience in Conducting Inspections and developing quality processes and procedures, such as MSTs, ITPs, PQPs, quality manuals, O & M manuals, mood boards, SOPs, material submittals, document submittals, equipment calibration certificates, third party approvals, dealing with batch plants, controlling third party invoices through tracking sheets, preparing RFIs, closing NCRs

I am a highly motivated and results-oriented individual with a strong commitment to quality. I am confident that I have the skills and experience to make a significant contribution to your organization.

## Projects Summaries

Client Name	Consultants	Project Description	Budget	Duration	Status
National Housing Company	Parsons, OMRAN, Dar Al Riyadh	Construction of 2500 villas across KSA	12 billion SAR	3 years	3 Sites Completed, 7 Site On-going
Red Sea Global	Dar Al Riyadh,	Construction of Turtle Bay School	130 million SAR	1.5 Years	On-going
Royal Commission of Jezan and Jubail	Parsons	Construction of 3 stories 240 villas, warehouses, gov buildings, landscape, Jizan	1 billion SAR	3 Years	On-going
Red Sea Marketing	Saud Consultants	The Point: 5 Star Hotel (Hilton) 950 rooms, coffeeshops and shopping mall, Abha	560 million SAR	4 Years	On-going
KIDANA	Dar Al Riyadh	Toilet Tower in Jamarat, Makkah	76 million SAR	1.5 Years	On-going
State Security	AWW & Partners	State Security School, Riyadh	430 million SAR	3.5 Years	On-going
Ladun Investment	Khatib & Alami	Ladun Tower: 34 Floors, Riyadh	1 billion SAR	4 Years	On-going
	Hill International	Construction of 8 stories 106 residential buildings, Makkah, Jeddah	960 million SAR	5 years	On-going

# Jawad Zeb Sultan

QUALITY MANAGER

## Education

BSC Civil Engineering 2015  
ICBS Lahore, Pakistan

Pre-Engineering HSSE  
Jahan Zeb College Saidu  
Sharif

SSC  
Hira School & College  
Odigram Swat

## Professional Registration

Pakistan Engineering Council  
Reg # 58899

Saudi Council of Engineering  
Reg # 1075566

## Achievement

Appreciation certificate by  
Ladun  
Investment Group for the year  
2022

## Experiences

### Built Industrial Company, Riyadh, K.S.A

Quality Manager Dec 2019 – Till to date

My current roles and responsibilities at BUILT Contracting Company include:

- Inspecting materials and workmanship, conduct tests, resolve quality issues, coordinate with other team members, document quality activities, and report on quality performance.
- Developing and implementing quality control processes and procedures, such as MSTs, ITPs, PQPs, quality manuals, operation and maintenance manuals, mood boards, SOPs, letters, RFIs, and quality dashboards.
- Reviewing and submitting materials submittals, suppliers, and subcontractor documentation, to ensure that construction projects meet the required standards and specifications.
- Rectifying consultant and client comments on MSTs, ITPs, PQPs, O&M manuals, RFIs, material submittals, applicators, and subcontractors.
- Checking and reviewing materials warranties to ensure that they are in accordance with the SOPR.
- Maintaining logs of WIRs, MIRs, calibrations, FDTs, PLTs, concrete crushing logs, NCRs, SORs, SIRs, document submittals, and material submittals.
- Preparing corrective action plans (problem statement, immediate action, corrective action, preventive measures) for the closing of NCRs and directing the site team to take necessary action to close the NCRs.
- Reviewing the quality dashboard on a weekly basis to monitor all site issues.
- Preparing checklists for the evaluation of third parties based on their performance, for material submittals, subcontractor and supplier submittals.

# Jawad Zeb Sultan

QUALITY MANAGER

## Certifications

- ISO 9001:2015
- ISO 45001:2018
- ISO 14001:2015
- Nebosh
- Six Sigma  
(Green + Black belt)
- Risk Assessment & Management
- Time & Stress Management
- Data Analysis
- Artificial Intelligent Implications

## Softwares

- Aconex
- Management Skills
- Auto cad 2d / 3d
- MS Word
- MS Excel
- MS Power Point
- MS Project
- MS Office
- Primavera P6
- AI Data Mobilization

## Experiences

- Third-party approval and control of third-party invoices through third-party invoice tracking sheets.
- Maintained the computer database tracking of quality site-related documents (Quality Dashboard).
- Reviewed the Project Quality Plan and Quality Documents regularly in coordination with Project team and ensured that the Project quality documents are suitable and adequate as per project requirements.
- Dealing with the batching plants, batching plant approval, checking and reviewing the Mix Design prepared by the batch plant is as per the project requirement or not.
- Conduction of trial mix with the batch plant in the presence of third party and checking trial mix results after 28 days are in compliance with SBC-304 code.
- Reviewing of weekly and monthly quality reports before submission.
- Conducting training and education sessions for the project team, and QC Engineers on quality control procedures and standards.
- Maintain documentation related to quality control procedures, inspections, tests, and corrective actions, WQR, MQR, RFIs, PQP, Quality Manual, Audits Documents & Quality Site Reports, Factory Visit Reports and all Logs.
- Supervise, and manage the Project Quality activities and ensure that Project Quality Plan, Client Standards & Procedures are followed at Project Site.
- Prepared the QMS Audit Schedule of the different departments and Projects of the Company and follow up with Company Internal Auditors to comply of Audit Procedure and close the observation time.
- I provide guidance, induction, and training to site staff with respect to QMS requirements and development of the Project Specification documentation.

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- MS Excel
- MS Power Point
- MS Project
- MS Office
- Primavera P6
- AI Data Mobilization

## Experiences

### MS Sherali Construction Company

#### QA/QC Engineer Feb 2017 - Dec 2019

- Conducting inspections, submitting RFIs and testing of the construction materials, equipment, and workmanship to ensure that they meet the required quality standards. Maintaining accurate and complete records of all inspections, tests, and quality control activities. Identifying and documenting any non-conformance issues that arise during the construction project. Root Cause Analysis for the spotted NCRs and taking immediately corrective action and preventive action.
- Trainings and education to project team on the quality standards, procedures, and processes that were used to ensure that the project meets the required quality standards.
- Coordinating with the project team, including the project manager, site engineers, and subcontractors, to ensure that the quality control plan is being implemented effectively. Continuously monitoring and evaluating the quality control plan and processes to identify areas for improvement.

### MS Fathatullah Construction Company

#### QC Inspector Jan 2015 – Jan 2017

- Reviewing project specifications and drawings to ensure that the construction work is being carried out in accordance with the design requirements. Conducting regular inspections of the construction work to ensure that it meets the required quality standards. This includes inspecting materials, workmanship, and finished activities. Documenting of all inspections and maintaining accurate records of the construction work. This includes creating inspection reports, taking photos, and recording any non-conformances. Conducting tests on materials and finished products to ensure that they meet the required quality standards. Excellent knowledge of all relevant regulations and standards, including health and safety regulations to comply with the project specification.

Membership no.:1075566

عضوية رقم: 1075566

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:

JAWAD ZEB SULTAN

Membership Category: Engineer

Specialization: Civil Engineering

Membership Start Date: 10/5/2024

جواد زيب سلطان

فئة العضوية: مهندس

التخصص: هندسة مدنية

تاريخ بداية العضوية: 10/5/2024

This Certification is valid until: 05 October 2025

هذه الشهادة صالحة إلى تاريخ: 13 ربيع الثاني 1447



الأمين العام Secretary General

م. عبدالمحسن بن ضاوي المجنوني

**District 01**

Riyadh  
Riyadh  
Saudi Arabia



**MAIL TYPE**

Workflow Transmittal

**MAIL NUMBER**

D01-IDM-WTRAN-113143

**REFERENCE NUMBER**

D01-IDM-WTRAN-113143

**Final (WF-037159) GW001 Green Wall-Unique Choice (Closeout Submittals)-v2**

**From** Ramath Ilahi - IDOM INGENIERIA Y CONSULTORIA S.A.  
**To (5)** Alejandro Aguilar - IDOM INGENIERIA Y CONSULTORIA S.A. (+4 more...)  
**Cc (8)** Mr Mark Hallewell - CML International Saudi Ltd (+7 more...)  
**Sent** Monday, April 28, 2025 1:08:47 PM AST (GMT +03:00)  
**Status** N/A

**DOCUMENT ATTACHMENTS (1)**

(0 selected)						
File	Document No	Revision	Revision Date	Title	Status	
	P002A-UNQ-CVV-QA-000001	00	4/20/25	CV - Jawad Sultan Quality Manager	Approved with Comments	

**MESSAGE**

**Workflow Review History**

The attached documents have completed the "GW001 Green Wall-Unique Choice (Closeout Submittals)-v2" workflow with the following results :

*This transmittal was automatically generated.*

Doc No	Step	Participant	Review Outcome	Comments
P002A-UNQ-CVV-QA-000001	PMCM Consultant DC	R Ilahi	QA Accepted	
	PMCM Consultant Review/Approval	R Ilahi	Approved with Comments	



MAIL TYPE  
Workflow Transmittal

MAIL NUMBER  
TRS03C05-WTRAN-009376

REFERENCE NUMBER  
TRS03C05-WTRAN-009376

### Final (WF-002750) CV Review for QA Engineer Mr. Jawad Zeb Sultan

From: Mr Ahmed Nagy - The Red Sea Development Company  
To (4): Mr Sayed Shah - Built Industrial Co (+3 more...)  
Sent: Monday, 21 October 2024 4:30:19 PM AST (GMT +03:00)  
Status: N/A

#### DOCUMENT ATTACHMENTS (1)

(0 selected)

File	Document No	Revision	Title	Status
	R03-C05C01-BIC-CVE-PM-0008	C0	CV Review for QA Engineer Mr. Jawad Zeb Sultan	Accepted with Comments

#### ATTRIBUTES

Attribute 1: Site Wide

#### MESSAGE

#### Workflow Review History

The attached documents have completed the "CV Review for QA Engineer Mr. Jawad Zeb Sultan" workflow with the following results :

*This transmittal was automatically generated.*

Doc No	Step	Participant	Review Outcome	Comments
R03-C05C01-BIC-CVE-PM-0008	QA/QC Check	M Sahwan	Accepted	
	Package_Lead_Approval	A Nagy	Accepted with Comments	Acceptance subject to QA Documentation performance



# Imperial College of Business Studies, Lahore

Registration Number

EICE013R15-057

Session:

2015-2019

Serial Number

002374

*By virtue of the power granted to it by the Charter  
and by the authority of the Board of Governors,  
the College has conferred upon*

**Jawad Zeb s/o Sultan**

*who has satisfactorily pursued the studies and qualified for  
the degree of*

**B.Sc. Civil Engineering**

*in the year 2019 securing CGPA of 2.90*

*with all the Rights and Privileges pertaining thereto.*

*In witness thereof we have impressed the Common Seal of the College  
upon this document.*



  
Controller of Examinations



Chairman Board of Governors



nebosh

# NEBOSH International General Certificate in Occupational Health and Safety

This is to certify that

**Jawad Zeb**

was awarded this qualification on

**09 April 2024**

Rob Hull  
Chair

Dee Arp  
Accountable Officer

Master log certificate No: 00739531/1420039

SQA Ref: R630 04



The National Examination Board in  
Occupational Safety and Health  
Registered in England & Wales No. 2698100  
A Charitable Company Charity No. 1010444

# ROBERE & ASSOCIATES (THAILAND)

## Certificate of Achievement

This is to certify that

**Jawad Zeb**

Has successfully passed all the course assessment requirements

**QMS ISO 9001:2015 Lead Auditor**

**Training Course**

**Course ID:18096 Certified by CQI-IRCA**

Held in Saudi Arabia

Presented by

**United Veritas Certification (UVCERT)**

In association with

**Robere & Associates (Thailand) Ltd.**

**(Approved Training Partner No:01180438)**

This course is certified by the CQI-IRCA and satisfies part of the formal training requirement for individuals seeking registration under the IRCA Auditor Registration Scheme. Certificates of successful completion are valid for five years from the last day of the course.

Certificate No.0661

ULN: 475667



Signed: 

Paul J. Robere, Ph.D.  
President  
ISO Principal Auditor Number A013992



Date: 27<sup>th</sup> February – 3<sup>rd</sup> March 2023

# ROBERE & ASSOCIATES (THAILAND)

## Certificate of Achievement

This is to certify that

**Jawad Zeb**

Has successfully passed all the course assessment requirements

**OHSMS ISO 45001:2018 Lead Auditor**

**Training Course**

**Course ID:2477 Certified by CQI-IRCA**

Held in Saudi Arabia

Presented by

**United Veritas Certification (UVCERT)**



In association with

**Robere & Associates (Thailand) Ltd.**  
**(Approved Training Partner No:01180438)**

This course is certified by the CQI-IRCA and satisfies part of the formal training requirement for individuals seeking registration under the IRCA Auditor Registration Scheme. Certificates of successful completion are valid for five years from the last day of the course.

Certificate No.1357

ULN: 486847

Signed: \_\_\_\_\_

**Paul J. Robere, Ph.D.**  
President  
ISO Principal Auditor Number A013992



Date: 6<sup>th</sup> – 10<sup>th</sup> June 2023

# ROBERE & ASSOCIATES (THAILAND)

## Certificate of Achievement

This is to certify that

**Jawad Zeb**

Has successfully passed all the course assessment requirements

**EMS ISO 14001:2015 Lead Auditor  
Training Course  
Course ID:18097 Certified by CQI-IRCA**

Held in Saudi Arabia

Presented by

**United Veritas Certification (UVCERT)**

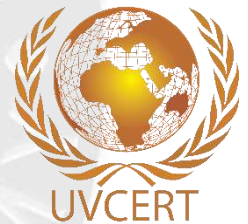
In association with

**Robere & Associates (Thailand) Ltd.  
(Approved Training Partner No:01180438)**

This course is certified by the CQI-IRCA and satisfies part of the formal training requirement for individuals seeking registration under the IRCA Auditor Registration Scheme. Certificates of successful completion are valid for five years from the last day of the course.

Certificate No.1249

UDN: 486847

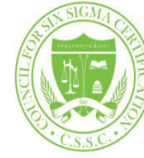


Signed: 

Paul J. Robere, Ph.D.  
President  
ISO Principal Auditor Number A013992



Date: 21<sup>st</sup> – 25<sup>th</sup> May 2023



**BGMC**

# CERTIFICATE OF ACHIEVEMENT

PROUDLY PRESENTED TO

**Jawad Zeb**

FOR SUCCESSFULLY COMPLETING THE TRAINING, EXAMINATION AND DEMONSTRATING COMPETENCY AS PER COUNCIL FOR SIX SIGMA CERTIFICATION BOK FOR BEING AWARDED THE TITLE OF CERTIFIED

**Lean Six Sigma Green Belt**

COMPLIANCE DIRECTOR

Date: June 11, 2024

Certificate ID: 12D45EFA6-12D36FB26-7B605

**CSSC USA - Accredited Training Provider**

BGMC (Bilal Consultancy Limited) is among the world's leading training and consulting companies and is an accredited training provider of the Council of Six Sigma Certification USA, Exemplar Global USA, USA & International Lean Six Sigma Institute England.

This credential can be verified from: [www.bgmcgroup.com](http://www.bgmcgroup.com)



VERIFICATION



**BGMC**

# CERTIFICATE OF ACHIEVEMENT

PROUDLY PRESENTED TO

**Jawad Zeb**

FOR SUCCESSFULLY COMPLETING THE TRAINING, EXAMINATION AND DEMONSTRATING COMPETENCY AS PER COUNCIL FOR SIX SIGMA CERTIFICATION BOK FOR BEING AWARDED THE TITLE OF CERTIFIED

**Lean Six Sigma Black Belt**

**COMPLIANCE DIRECTOR**

Date: June 29, 2024

Certificate ID: 12D45EFA5-12D45C95C-7B605

**CSSC USA - Accredited Training Provider**

BGMC (Bilal Consultancy Limited) is among the world's leading training and consulting companies and is an accredited training provider of the Council of Six Sigma Certification USA, Exemplar Global USA, USA & International Lean Six Sigma Institute England.

This credential can be verified from: [www.bgmgroup.com](http://www.bgmgroup.com)



VERIFICATION

# CERTIFICATE OF ACHIEVEMENT

This certificate is presented to

Jawad Zeb Sultan

for successfully completing a Course about

**Quality Management**

Certified No.

**1815646894**



*mindluster*

Signature



2023-04-11

Date



Serial No: 190357

# Pakistan Engineering Council

Continuing Professional Development Programme

*This Certificate is awarded to*

Engr. Jawad Zeb

*for attending One Day CPD Live Webinar on*

**"Time and Stress Management: Find Your Balance"**

(01 CPD Point)

*23rd May, 2022*

*at Pakistan Engineering Council, HQ, Islamabad*



Secretary/ Registrar  
Pakistan Engineering Council



Serial No: 208899

# Pakistan Engineering Council

Continuing Professional Development Programme

*This Certificate is awarded to*

Engr. Jawad Zeb

*for attending One Day CPD Live Webinar on*

**"Risk Assessment and  
Management"**

(01 CPD Point)

*28th May, 2022*

*at Pakistan Engineering Council, HQ, Islamabad*



Secretary/ Registrar  
Pakistan Engineering Council



Serial No: 439781

# Pakistan Engineering Council

Continuing Professional Development Programme

*This Certificate is awarded to*

Engr. Jawad Zeb

*for attending One Day CPD Live Webinar on*

**"ARTIFICIAL INTELLIGENCE: Implications for  
Technologies & Business Strategy"**

(1 CPD Point)

*6th April, 2023*

*at Pakistan Engineering Council, H.Q. Islamabad*



Secretary/ Registrar  
Pakistan Engineering Council