



A. MUHAMMAD

BSc-QS (UK), MSc-QS (R)

RICS APC Candidate

SENIOR QUANTITY SURVEYOR | COST MANAGER | CONTRACT ADMINISTRATOR

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Professional Summary

I'm an enthusiastic cost and commercial professional with an excellent track record across KSA, Qatar and Sri Lanka, specializing in pre- and post-contract commercial management for commercial, residential and high-rise projects. Highly experienced in cost control, contract administration, tendering, change management and claims. RICS APC Candidate with a strong track record of delivering complex projects and achieving robust commercial outcomes.

Core skills & Competencies

- Post-contract commercial control (CVR, EVM, CTC, cash flow forecasting) and performance reports (including KPIs, management dashboards client-facing commercial summaries).
- Tendering and procurement processes (procurement routes, tender strategies, PQQs, ITTs, RFQs, tender queries, pre-tender clarifications, tender analysis, adjudication, submissions, and post-tender clarifications).
- Estimating and cost planning activities (order of cost estimates, detailed take-offs, benchmarking, value engineering).
- Administer contracts under FIDIC (ensuring compliance with payment provisions, insurances, bonds, guarantees, advance payments and retention).
- Change management (change control, RFCs, change orders, evaluation of cost, time and risk impacts).
- Claims Management (including EOT, prolongation, disruption, loss & expense claims).
- Payment Handling (final payments, IPAs, IPCs, advance payments, materials on/off site, subcontractor valuations, retention).
- subcontracting activities (subcontract procurement, subcontract administration, valuation and payment certification).
- Risk Management (risk identification, maintenance of risk registers, quantifying risk allowances, implementation of mitigation measures).
- Commercial negotiations and stakeholder management with clients, consultants, and subcontractors.
- Management of commercial logs and registers (change orders, claims, payments (IPAs & IPCs), subcontractor payments, risks, insurances, bonds, materials, defects, project close-out documentation).

Personal Details

DOB : 05/11/1987.

Experience : **13 Years (3 years in KSA & 7 years in Qatar).**

Marital Status : Married.

Nationality : Sri Lankan.

Current Location : Jeddah, KSA.

Iqama : Transferable.

Driving License : KSA, Sri Lanka.

Professional Qualifications

- ✓ BSc (Hons) in Quantity Surveying & Construction in De Montfort University- UK.
- ✓ Diploma in Quantity Surveying, Sri Lanka.
- ✓ Bachelor of Computer Science, Sri Lanka.

Institutional/ Professional Memberships

- ✓ Saudi Council of Engineers (SCE)- Membership No- 945109.
- ✓ RICS APC Candidate- Professional No- 0977602.

Employment History

1. Senior Quantity Surveyor cum Cost Control Engineer **BAUMAT, KSA** **(Aug 2024 – Present)**

Projects : Opera House, King Fahd International Airport Lounges, King Salman Park Auditorium, King Khalid International Airport Terminal T5.

- ✓ Manage post-contract cost control, including CVR, EVM, cost forecasting and cash flow management.
- ✓ Prepare monthly cost and financial reports, KPIs, dashboards and client-facing commercial summaries.
- ✓ Administer contracts in accordance with FIDIC, including payments, insurances, bonds, guarantees, advance payments and retention.
- ✓ Prepare and submit IPAs, verify IPCs and manage interim and final payment processes.
- ✓ Control change orders and RFCs, assessing cost, time and risk impacts.
- ✓ Prepare, evaluate and negotiate EOT, prolongation, disruption and loss & expense claims.
- ✓ Forecast project cash flow and monitor expenditure against approved budgets.
- ✓ Lead subcontracting commercial activities, including procurement support, subcontract administration, valuations and payment certification.
- ✓ Support procurement activities through quotation evaluation and cost comparisons.
- ✓ Identify and manage commercial and financial risks, maintaining risk registers and mitigation measures.
- ✓ Implement value engineering initiatives to optimize cost and improve constructability.
- ✓ Lead commercial negotiations with clients, consultants and subcontractors.
- ✓ Maintain commercial logs and registers for variations, claims, payments, risks, insurances, materials, defects and close-out.

2. Senior Quantity Surveyor **AL MASAOD BERGUM (AMB), KSA** **(Mar 2023 – Jul 2024)**

Project : AMAALA TRIPLE BAY (RED SEA).

- ✓ Manage change orders by tracking, documenting, and evaluating their cost and time implications.
- ✓ Prepare and submit claims, negotiate with clients and resolve disputes efficiently.
- ✓ Distribute, collect, review and analyze RFQs from subcontractors and suppliers.
- ✓ Review and analyze tender documents, including drawings, specifications, and Instructions to Tenderers (ITT).
- ✓ Prepare detailed and accurate BOQ based on cost estimates, quotations and market rates.

3. Senior Quantity Surveyor

BMC Qatar W.L.L., DOHA, QATAR

(May 2020 – Feb 2023)

Projects : HYATT PLAZA, DOHA OASIS MIXED USE DEVELOPMENT.

- ✓ Manage project cash flow to ensure timely payments.
- ✓ Manage subcontractor and supplier payments - Evaluate IPAs, Prepare IPCs.
- ✓ Conduct value engineering by identifying cost savings.
- ✓ Manage project risks, develop/ implement risk mitigation strategies.
- ✓ Liaise with project managers, clients, and contractors to ensure transparency in financial matters and resolve cost-related issues efficiently.

4. Quantity Surveyor

QCTC W.L.L., DOHA, QATAR

(Apr 2016 – Apr 2020)

Projects : DOHA METRO REDLINE, MSHEIREB DOWNTOWN, LUSAIL CARPARK.

- ✓ Manage Variation Order.
- ✓ Collaborate with architects, engineers and other stakeholders to understand project requirements.
- ✓ Identify potential risks and uncertainties associated with project costs.
- ✓ Evaluate design alternatives and propose value engineering solutions.
- ✓ Evaluation of subcontractor's IPAs, preparation of IPCs.
- ✓ Submit reply for the Client's post-tender queries or requests for clarification.
- ✓ Prepare and submit claims and negotiating and resolving claims with the client.

5. Quantity Surveyor

AREEB LANKA CONSTRUCTION, SRI LANKA

(Feb 2013- Mar 2016)

Projects : NWSDS REGIONAL OFFICES.

- ✓ Identify items relating to BOQ of client and provide a link between BOQ quantity and actual quantity take-off.
- ✓ Prepare quantity takeoffs and measurement sheets for internal BOQ breakdowns and valuations.
- ✓ Prepare Interim Payment Applications (IPA) with supporting documentation.
- ✓ Issue Interim Payment Certificates (IPC) for subcontractors.
- ✓ Maintain accurate records of IPAs, IPCs and variation logs.
- ✓ Perform site visits for measurement verification and progress assessment.

Personal Attributes

- ✓ Smart & professional appearances
- ✓ Self- motivated, Innovative & Collaborative
- ✓ Strong time & project Management Skills
- ✓ Ability to work independently and work as a team
- ✓ Multi- tasking and ability to prioritize
- ✓ " Can do " attitude to work
- ✓ Ability to Communicate effectively - Both oral & written

References are available upon request

Here by I assure that the correctness of above details are for the best of my knowledge.

Amaaniy Muhammad.