

CURRICULUM VITAE

THADDEUS MADZIWANZIRA

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Professional Summary

Experienced Quantity Surveyor with over 18 years' proven experience in cost and commercial management of commercial and residential building projects and property development across several industries. Highly skilled in cost estimation, tender documentation, contract management, financial management, cost controlling, change order management, measurement and valuation of work in projects, claims compilation and submission, procurement of materials and contractors, stakeholder communication and cost and progress reporting. Proficient in FIDIC, JBCC, BIDP and JTC forms of building contracts and capable of managing and working on multiple projects concurrently. Committed to ensuring projects complete on schedule, within budget and to the highest standards.

Core Skills

- Cost Estimation
 - Cost Reporting
 - Procurement
 - Project Management
 - Risk Management
 - Contract Preparation
 - Cost Controlling
 - Budgeting
 - Quality Control & Assurance
 - Project Evaluation
 - Dispute Management
 - Contract Management
 - Tender Documentation
 - BOQ Management
 - Project Monitoring
 - Negotiation
 - Report Writing
 - Cost Recovery
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Professional Experience

Projects Quantity Surveyor

Invaders Building Construction & Civil Engineering (Pty) Ltd - Botswana

April 2022 to Present

- Compiled and submitted tender documents
- Secured the company building construction projects worth more than P70m within a period of 3 years through competitive bidding
- Measured, prepared and submitted periodic monthly interim claims/valuations
- Prepared proactive cost estimates for variation orders and scope creep
- Oversaw contract management to ensure adherence to contract terms, resolved issues and drove projects from commencement to handover
- Prepared and submitted final accounts upon completion of projects
- Prepared budgets and budget estimates and provided company management with periodic feedback on projects financial performances and risks
- Generated detailed progress reports and presented them in progress meetings
- Generated detailed program of works for projects and tracked progress, revising them accordingly
- Complied, submitted and defended Extension of Time Claims
- Managed risk and dispute resolution
- Managed multiple building construction projects concurrently
- Represented the company interest on building construction projects and became the primary contact representing the company in front of Clients and other stakeholders
- Planned, developed and organized the company construction efforts and formulated the most cost-effective way to timely complete a projects within schedule, budget, and the desired quality standards
- Directed progress on construction sites and monitored construction productivity through tracking project and site resources allocation and usage

- Monitored company's compliance with building and safety codes and all other regulations as stipulated by the building contracts and Laws of Botswana
- Devised mechanisms to mitigate construction challenges that could render a project unsuccessful
- Provided recommendations and instituted measures for company improvements by modifying on and off-site operating procedures and issued work instructions
- Defined clear roles, responsibilities and deliverable requirements in terms of both scope and schedule to all the project team members
- Drafted and developed subcontract documents including overseeing subcontractor and materials procurement
- Managed subcontractors and other professional service contracts engaged on various projects
- Monitored and reported to the company Managing Director(s) about the projects progress, risks and opportunities in a timely manner
- Interpreted, managed and applied standard building form of contracts i.e. FIDIC, JBCC and BIDP contracts for profit maximization
- Spearheaded the Safety, Health and Environmental Standards and promoted a safety culture among the ranks
- Monitored adherence to sustainable construction development requirements
- Managed, mentored and trained junior quantity surveyors

Quantity Surveyor

Invaders Building Construction & Civil Engineering (Pty) Ltd – Botswana

January 2009 to March 2022

- Identified, compiled and submitted tender documents
- Secured the company building construction projects worth more than P280m within a period of 10 years through selective and competitive bidding
- Monitored, controlled and reported project performance indicators to Management
- Preparing proactive cost estimates for variation orders
- Obtained site measurement for preparation and inclusion in Interim payment claims, variations and final account preparation
- Proposed cost-saving solutions (value Engineering) to Management to improve project efficiency and optimize resource utilization
- Exercised subcontractor sourcing, tender package preparation and adjudication and negotiated rates with subcontractors and suppliers to improve project profit margins
- Drafted location and project specific special conditions for subcontracts when letting subcontract packages
- Adjudicated and resolved financial claims by subcontractors
- Prepared payment certificates for subcontractors in line with project progress
- Monitored critical path activities and issued early warnings (Notices) and prepared Extension of Time Claims
- Identification of project risks and mitigation or management thereof
- Planned, managed and oversaw the day-to-day running of projects
- Proposed cost-saving solutions to Management to improve project efficiency and optimize resource utilization
- Drafting and analyzing contractual correspondence and documentation (letters, insurances and guarantees)
- Documented accurate project progress meeting minutes for contemporary records and to facilitate effective follow-up actions

Junior Quantity Surveyor / Estimator

Murray & Roberts Construction Zimbabwe (Pty) Ltd – Zimbabwe

January 2007 to December 2008

- Assisted in identifying, compiling and submitting tender documents
- Supported Project Managers with daily administrative and operational tasks to ensure smooth project execution
- Compiled expenditure reports to track project costs against BOQ allowable
- Prepared draft costs reports and submitted to Project Managers
- Conducted measurement checks and re-measuring on-site as required and assisting the Senior Quantity Surveyor in taking off onsite
- Performed re-measuring on-site for Final Account and Payment Certificate purposes as directed by the Senior Quantity Surveyor
- Compiled period labour and plant returns and submitted to Project Managers
- Prepared proactive cost estimates for variation orders
- Prepared Request for Quotations (RFQs) for minor subcontract works
- Assessed the implications of Health, Safety, and Environmental regulations, and briefed the Project Manager accordingly

- Reviewed data to determine material and foreman requirements and prepared an itemized list for the Project Manager
 - Took off quantities from drawings for material procurement purposes
 - Assisted the foremen in the preparation, planning and ordering of material
 - Attended regular coordination and progress meetings
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Major Projects

- Maun CJSS – Value P146 000 000.00
 - Rakops Primary Hospital – Value P21 400 000.00
 - Delta Warehouse Roofing – Value P24 500 000.00
 - Multi Residential Apartments Ext 4 – Value P19 000 000.00
 - Multi Residential Apartments Ext 10 – Value P20 000 000.00
 - Kanye Regional Veterinary Offices - Value P18 000 000.00
 - Botswana Defence Force 90 Men Barracks Francistown Area W - Value P24 000 000.00
 - Botswana Defence Force 90 Men Barracks Francistown Donga - Value P23 000 000.00
 - Honda & MAN Showroom Developments Gaborone - Value P7 100 000.00
 - NIIT Training & Education Centre Game City Kgale - Value P7 000 000.00
 - Mophato Private School - Value P4 500 000.00
 - Multi Residential Apartments in Mogoditshane on Plot 11795 - Value P18 750 000.00
 - Double Storey Residential House on Plot 390 Extension 4 - Value P7 000 000.00
 - Multi Residential Apartments in Maruapula on Plot 10035 - Value P7 500 000.00
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Professional Trainings

- Pursuing MRICS Chartership – APC Without Structured Training 2026
 - ASAQS Member
 - IBQS Member
 - PMI Member
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Educational Qualifications

- **MSc Surveying (Quantity Surveying) – Northumbria University (Newcastle, UK) - 2018**
 - **Diploma in Quantity Surveying – Bulawayo Polytechnic College (Bulawayo, Zimbabwe) – 2006**
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References

- Available Upon Request