

# MUHAMMAD SHABAN

(Available to join immediately with Transferable Iqama)

## SUMMARY

15 Years of experience as a Quantity Surveyor, Civil Engineer.

To play a leading role in the construction and infrastructure sector, including civil, electrical and MEP works across high-rises buildings, bridges, highways, flyovers, OHWTs, underpasses, water supply, drainage, sewerage, RCC structures, and housing projects. Committed to contributing towards project planning, execution, quality compliance, and manpower management to support organizational growth and achieve strategic objectives.



## Quantity Surveyor/Civil Engineer



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### ADDRESS:

Hali Dam, Jizan Road, Al  
Qunfudhah, Saudi Arabia



## SKILL HIGHLIGHTS

- Service-focused
- Project management
- Complex problem solver
- Interim & Final Account Settlements
- Variation Order & Price Adjustments
- Cost Control & Budget Management
- Quantity Take-off & Estimation Accuracy
- Subcontractor & Supplier Management
- Pre and Post Contract Estimation



## LANGUAGES

- English (A2)
- Urdu (A1)
- Arabic (A3)



## COMPUTER SKILL

- MS Office
- AutoCad ,SketchUp & Civil 3D
- Planswift



## EXPERIENCE

### ➤ Quantity Surveyor | Jun 2025 To Present

**Al-Ruwaite Contracting Co. Ltd, (KSA)**

#### Projects:

- Hali Dam Drinking Water Purification Plant.
- Strategic Reservoir Stations – Phase-I, Badr Al Janoub Water System.

#### Roles & Responsibilities:

- Preparing interim payment applications with supporting documents.
- Preparing and certifying subcontractor payment certificates.
- Prepared and processed Variation Orders.
- Raise Purchase Requisitions to issue the Purchase Orders to Suppliers.
- Reviewed tender drawings and specifications to extract complete project quantities.
- Contract Management Procedures, Coordinating Material Procurement and purchasing.
- Study the tender documents to identify the scope of work and collect tender details.
- Preparation and compilation of Bill of Quantities(BOQ) based on drawings and specifications provided by architects from concept to tender stage.
- Identified material requirements in advance to support timely procurement and site readiness.
- Analyzed project percentage breakdown to align progress valuations with client's payment schedule.
- Coordinated with planning and procurement teams for cost control and progress monitoring.
- Compiled daily, weekly, and monthly progress reports by recording on-site activities with photos and shared updates with the project team to facilitate effective planning and monitoring.

### ➤ Sub-Divisional Officer (SDO,SQS) | Jan 2025 To May 2025

**Defence Housing Authority Construction Company, (Pak)**

#### Projects:

- Defence Housing Authority, Lahore.

#### Roles & Responsibilities:

- Supervised execution of civil, structural, electrical and Infrastructure works across all phases.
- Monitored and reconciled material purchase, consumption, and balance across all phases.
- Prepared BOQs, Bar Bending Schedules (BBS), and detailed quantity sheets.
- Pre and Post Contract Estimation.
- Handled IPCs/FPCs, Escalations, Rate Adjustments and FEC, ensuring timely approvals.

- Handled Variation Orders (VOs), Escalation statements, and subcontractor billing.
- Developed non-BOQ rates, Secured client approvals, and distributed IPC work according to subcontractor CA.
- Review/verify the subcontractor's payment application for the progress, & the backup documents.
- Ensured quality, safety, and specification compliance at all construction stages.
- Coordinated with consultants, clients, and contractors for timely project delivery.
- Prepared as-built drawings, maintained store, site records, and generated progress reports.

➤ **Quantity Surveyor** | May 2022 To Dec 2024

**Al-Ruwaite Contracting Co. Ltd, (KSA)**

**Projects:**

- Hali Dam Drinking Water Purification Plant.
  - Prepared interim payment applications with supporting documents.
  - Prepared and processed Variation Orders.
  - Coordinated with consultants and clients for approvals and financial clarifications.
  - Reviewed and verified subcontractor invoices in accordance with contract conditions.
  - Drafted contractual correspondence with consultants, clients, and subcontractors under FIDIC standards.
  - Raised Purchase Requisitions and issued Purchase Orders to suppliers.
  - Conducted accurate site measurements and maintained proper records.
  - Prepared daily, weekly, and monthly progress and cost reports.
  - Materials Ordering and Management.
  - Checked discrepancies between drawings and BOQ quantities.
  - Monitored project budget, cash flow, and provided monthly cost to complete analysis.
  - Conducted value engineering exercises to optimize project costs.
  - Participated in contract negotiations and vendor meetings for cost finalization.
  - Maintained uptodate logs of contractual deliverables and financial reports.
  - Assisted in the resolution of disputes through proper documentation and support.
  - Ensured compliance with internal commercial policies and project milestones.

➤ **Quantity Surveyor** | Feb 2015 To May 2022

**National Logistic Cell, (Pak)**

**Projects:**

- Khaira Distributary Project, Lahore.
- Shahkam Chowk Flyover Project, Lahore.
- Defence Housing Authority, Lahore.
- Infrastructure Works DHA-VIII Lahore (Pkg-I, II, III).
- Infrastructure Works DHA-IX Prism Lahore (Pkg-II, III, IV).
- Underground Electrification & Street Lighting DHA Ph-VIII Lahore (Pkg-I, II,).
- Underground Electrification & Street Lighting DHA Ph-IX, Prism Lahore (Pkg-E2, Pkg-E4).
- Underground Electrification & Street Lighting IVY GREEN Sec-Z (Pkg-I, II).

**Roles & Responsibilities:**

- Final account preparation and closeout.
- Prepared Price Adjustment (FA) ,Interim Payment Certificates (IPCs), and Variation Orders (VOs).
- Claim preparation and evaluation.
- Conducted Rate Analysis and prepared Subcontractor Contracts, Subcontractor bills checked & verified.
- Monitored and reconciled material purchase, consumption, and balance across projects.
- Developed non-BOQ rates, secured client approvals, and distributed IPC work according to subcontractor CA.
- Raise Purchase Requisitions to issue the Purchase Orders to Suppliers.
- Involved in the preparation and evaluation of tender documentation and commercial bids.
- Take off Earthworks Quantity by using AutoCAD & Civil 3D Software.
- Reviewed and negotiated subcontractor agreements and final accounts.
- Leading quantity take-offs and supporting procurement with accurate material requirements.
- Conducting material reconciliations and preparing final account settlements.
- Prepared progress updates, payment summaries, and supported internal project audits.

- Developed As-Built X-Sections, Drawings, and Shop Drawings.
- Pre-Contract Cost Planning & Post-Contract Cost Control.
- Reviewed subcontractor quotations and prepared price comparison sheets.
- Preparation of monthly cash flow and cost reports.
- Participated in site visits, measuring completed works, and recording variations.
- Estimations & Analysis of Rates.
- Preparing Cost plan for CD, SD, and DD.
- Study the tender documents to identify the scope of work and collect tender details.
- Contract Management Procedures, Coordinating Material Procurement and purchasing.
- Estimate of Change Order Including Breakdown(Labor, Equipment and Materials).
- Prepared detailed Bar Bending Schedules (Flyovers, Staff Quarters, OHWT, Disposal Stations, Sewerage Systems, Water Supply Systems, Electric Works, Boundary Walls, Drainage Systems)
- Monitored Daily Work Progress and maintained Work Progress Schedules.
- Verified and checked Subcontractor Bills for accuracy Compiled Monthly Material Reports (MMR) and Weekly Project Reports.
- ERP Software QS related Works Like (Main CA, IPC, EPC, Consumption, DPR, MMR, Subcontractor CA, and RAR Enter in Application.

➤ **Quantity Surveyor** | Sep 2014 To Feb 2015

**Khalid Rauf & company (Pvt) Ltd, (Pak)**

**Projects:**

- Depalpur Bonga Hayat.

**Roles & Responsibilities:**

- Taking off Quantities and Preparing in BOQ accordance with project drawings and specifications, and preparing IPA, Variations and Claims for submission to the Consultant/Client.
- Reviewed subcontractor quotations and prepared price comparison sheets.
- Prepared Final Payment Certificate (FPC).
- Prepared Price Adjustment and Final Variation Orders (VOs).
- Prepared Interim Payment Certificates (IPCs).
- Checking and Verifying Bills Quantities for the Subcontractor as per contract.
- Prepared As-Built Cross-Sections & Drawings.
- Prepared Bar Bending Schedule.
- Prepared DPR, Weekly & Monthly Reports.

➤ **AQS & AutoCAD Op** | Mar 2013 To Sep 2014

**M/s Lahore Engineering Consultant (Pvt.) Ltd, (Pak)**

**Projects:**

- Lahore Ring Road Projects (Packages-13,14,15,16,17)

**Roles & Responsibilities:**

- Prepared Final Payment Certificates, Final Escalation and Final Variation Orders (VOs).
- Prepared Interim Payment Certificates, Interim Escalation, and Variation Orders (VOs).
- Checked and verified Sub-Contractor bills.
- Prepared cross-sections, as-built drawings, and shop drawings.
- Prepared Non BOQ Rates, Subcontractor distribution work.
- Developed Bar Bending Schedules (BBS) and Quantity Sheets.
- Prepared Daily Progress Reports and Work Progress Schedules.

➤ **Asst. Site Engr** | Oct 2011 To Feb 2013

**M/s Ghulam Rasool & Company (Pvt) Ltd, (Pak)**

**Projects:**

- Rehabilitation & Upgrading of Lower Bari Doab Canal

**Roles & Responsibilities:**

- Supervised and successfully completed the construction of Cross Regulators, Siphons, Bridges, Buildings, Inlets, Outlets, Water Courses, Aqueducts, Cattle Ghats, Stone Pitching, Septic Tanks, and other Drainage Works.
- Prepared Bar Bending Schedules (BBS) for regulators, siphons, bridges, buildings, inlets, outlets, water courses, aqueducts, drainage systems, and related structures.

- Managed and supervised canal lining and embankment works.
- Ensured QA/QC compliance with organizational and technical standards.
- Oversaw and managed records of all construction works.
- Prepared of Contractor's Bills.
- Managed drainage and sewerage works, including calculated structural quantities, monitored work progress, prepared daily, weekly, monthly reports, and ensured construction as per drawings, specifications, and quality standards.

➤ **Site Engineer** | Sep 2010 To Oct 2011

**ALI Construction and Company, (Pak)**

**Projects:**

- Residential Houses Construction Project

**Roles & Responsibilities:**

- Successfully completed 27 residential houses with quality and on schedule.
- Prepared and verified contractor bills, payment certificates, and daily progress reports.
- Coordinated with contractors, clients, and consultants to resolve technical issues and maintain schedule.
- Conducted site layout, survey, and demarcation for buildings, parks, sewerage, water supply, and electrical works.
- Supervised structural, drainage, water supply, and sanitary works in accordance with design specifications.
- Prepared detailed Bar Bending Schedules (BBS) for various structural components including buildings, staircases, septic tanks, and drainage systems.
- Ensured quality control, material management, and documentation of all site activities.



**EDUCATION**

- BSc Civil Engineering Technology | Government College University Faisalabad (GCUF)
- DAE Civil | DAE Punjab Board of Technical Education Lahore
- Matriculation | BISE Lahore



**KEY SKILLS**

- Pre & Post Contract Estimation • Claims Management & Dispute Resolution • Subcontractor & Supplier Negotiation • Variation Order & Escalation Management • Quantities takeoff & Material Planning
- Tender Drawing & Specification Review • Planning & Procurement Coordination • Daily, Weekly, Monthly Progress Reports & Scheduling • Payment Analysis
- Bar Bending Schedules • As-Built X-Section, Drawings & Shop Drawings • Payment Certification & Rate Analysis
- Subcontractor Billing & Contract Management • ERP (QS Modules) • Project Supervision • QA/QC & Safety Compliance • Documentation & Reporting
- Interim & Final Account Settlements • Procurement & Supply Chain Management • Risk Assessment & Value Engineering & Budgeting Control



**REFERENCE**

Will be furnished / Conveyed on demand.