



# Muhammad Tufail (Planning Engineer)

Transferable Iqama#2624118507

Riyadh, Saudi Arabia | +966-56-292-2086 | raj1766807@gmail.com



## Professional Summary

**Graduate Civil Engineer with over 7 years of experience** specializing in **Project Planning and Scheduling** for large-scale **infrastructure and building projects** across the **Kingdom of Saudi Arabia**. Extensive expertise in developing, monitoring, and updating integrated project schedules using **Primavera P6**, with strong capabilities in **progress measurement, critical path analysis, delay analysis, and resource optimization** throughout all project phases.

Highly skilled in **project controls and performance reporting**, leveraging **Power BI** to deliver clear, data-driven dashboards and real-time insights that support informed decision-making at both project and management levels. Proven ability to collaborate effectively with **project teams, contractors, consultants, and stakeholders**, ensuring timely project delivery, proactive risk mitigation, and efficient resource utilization in complex construction environments.

## Total Professional Experience: 7 years 1 month

Company	Project	Designation	Duration
<b>Bailasan Grove Contracting Company</b>	Camp Accommodation – Qiddiya	Planning & Coordination Engineer	Nov 2022 – Current (3 Years 2 Mo)
<b>Olayan Descon Industrial Company Ltd</b>	Bulk Plant – Jubail	Planning Engineer	May 2021 – Nov 2022 (1 year 6 Mo)
<b>CCIC</b>	Arabian Ranches-3 – UAE	Assistant Planning Engineer	May 2020 – April 2021 (11 Mo)
<b>NESPAK (Pvt) Ltd</b>	Shughart & Bannu Well Areas Pakistan	Site Engineer	Nov 2018 – March 2020 (1 Year 10 Mo)



**Company: BAILASAN GROVE CONTRACTING COMPANY**

**Project: DESIGN & BUILD CONTRACT FOR CAMP ACCOMODATION QIDDIYA**

**Duration: November 2022 To Current 2026**

**Designation: Planning & Coordination Engineer**

**Key Responsibilities:**

- **Developed, monitored, and updated project schedules** using **Primavera P6**, ensuring alignment with project objectives, milestones, and deadlines.
- **Prepared baseline schedules and short-term lookahead plans**, integrating all project activities including civil, structural, and MEP works.
- **Performed critical path analysis (CPA)** to identify potential delays and recommended corrective actions to maintain project timelines.
- **Coordinated with project managers, engineers, and contractors** to track progress, resource allocation, and work sequences.
- **Generated detailed progress reports, dashboards, and KPI analyses** using **Primavera P6 and Power BI**, providing real-time insights to management.
- **Monitored resource loading and leveling**, ensuring **optimal utilization of manpower, equipment, and materials** throughout the project.
- **Updated project schedules** to reflect actual progress, incorporating changes, delays, and approved variations.
- **Reviewed contractor and subcontractor schedules**, ensuring compliance with the **master project schedule** and contract requirements.
- **Conducted risk assessments related to schedule impacts** and recommended mitigation measures.
- **Supported project management in decision-making** by providing **accurate, timely, and data-driven schedule information**.
- **Maintained thorough documentation** of schedules, progress reports, and project updates for internal and client review.

**Company: Olayan Descon industrial company Ltd**

**Project: bulk plant Jubail**

**Duration: May 2022- November 2022**

**Designation: Planning Engineer**

**Key Responsibilities:**

- **Developed, updated, and monitored project schedules** using **Primavera P6**, ensuring alignment with project milestones, deadlines, and deliverables.
- **Prepared baseline schedules, lookahead plans, and progress tracking reports** for civil, structural, and industrial works.



- **Conducted critical path analysis (CPA)** to identify potential delays and recommended corrective actions to maintain project timelines.
- **Coordinated with project managers, engineers, and subcontractors** to track progress, resource allocation, and work sequences.
- **Generated progress dashboards and reports using Power BI**, providing **real-time insights into project performance, KPI monitoring, and schedule adherence.**
- **Monitored resource loading and leveling**, ensuring **effective utilization of manpower, equipment, and materials.**
- **Reviewed contractor and subcontractor schedules** to ensure **alignment with the master project schedule and contract requirements.**
- **Incorporated approved variations and changes** into project schedules, updating forecasts and timelines accordingly.
- **Supported project management with data-driven schedule analyses**, risk assessments, and mitigation strategies.
- **Maintained accurate documentation** of schedules, progress reports, and project updates for **internal and client reporting.**

**Company: Consolidated Contractor International Company**

**Project: The Arabian Ranches-3 Development UAE**

**Duration: May 2020-April 2021**

**Designation: Assistant Planning Engineer**

### **Key Responsibilities:**

- **Assisted in preparing, updating, and maintaining** detailed project schedules using **Primavera P6** in accordance with contractual milestones.
- **Monitored** site progress by **collecting, analyzing, and validating** daily, weekly, and monthly construction data.
- **Prepared progress reports, look-ahead schedules, and planning dashboards** highlighting critical activities and potential delays.
- **Coordinated** closely with **construction, engineering, and subcontractor teams** to ensure alignment between planned and actual site progress.
- **Supported delay analysis** by **identifying schedule variances, critical path impacts,** and recommending mitigation measures.
- **Assisted in resource planning, manpower histograms, and productivity analysis** across project disciplines.
- **Updated baseline and recovery schedules** based on approved **design changes, site instructions, and variation orders.**
- **Participated in progress and coordination meetings**, providing planning inputs and status updates to project stakeholders.
- **Maintained accurate planning records, reports, and documentation** in coordination with **QA/QC and document control teams.**
- **Ensured** planning deliverables **complied** with project requirements, consultant standards, and contractual obligations.
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**Company: National Engineering Service Pakistan (PVT) limited**

**Projects:**

- 1. Shurghar well 01 Rig area construction & 19KM Access Road**
- 2. Bannu well Rig area construction & 3KM Access Road**

**Duration: November 2018- March 2020**

**Designation: Site Engineer**

**Key Responsibilities:**

- Supervised and executed **all** civil and infrastructure works **for** rig area construction **and** access road development **according to** project drawings, specifications, and client requirements.
- Planned, coordinated, and monitored site activities, **ensuring timely execution of** earthworks, sub-base and base courses, asphalt paving, culverts, drainage structures, and rig foundations.
- Coordinated with survey teams **for** layout, leveling, and alignment control **of roads and rig platforms.**
- Supervised concrete works, **including** foundations, slabs, pits, and retaining walls, **ensuring compliance with** quality and safety standards.
- Managed labor, materials, and equipment resources **to optimize** productivity and project cost control.
- Prepared daily and weekly progress reports, **highlighting** work status, challenges, and material usage **for submission to project management.**
- Ensured adherence to QA/QC procedures, **conducting** inspections and quality checks **in line with project standards.**
- Liaised with subcontractors and suppliers **to ensure** timely delivery of materials **and compliance with project schedule.**
- Maintained complete site documentation, **including** work permits, inspection logs, and as-built records.
- Implemented safety protocols **and conducted** toolbox talks, **ensuring a** safe working environment **for all site personnel.**

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## **EDUCATION**

<b>BACHELOR OF SCIENCE IN CIVIL ENGINEERING</b>	<b>ISLAMBAD, PAKISTAN</b>
<b>Pre-Engineering – Faculty of Science</b>	<b>BISE, PESHAWER</b>
<b>HIGHER SECONDARY SCHOOL</b>	<b>BISE, MARDAN</b>



## Certificates (COURSERA)

- Advanced Resource and Enterprise Management in Primavera P6
  - Construction Project Management
  - Oracle Primavera P6 – Project Setup and Basic Management
  - Work Smarter with Microsoft PowerPoint
  - AutoCAD 2023 Masterclass - Produce Amazing Site
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## Computer Skill.

- **Project Management Software:** Primavera P6, MS Project.
  - **Design & Engineering Software:** AutoCAD, Civil 3D, (optional).
  - **Data Analysis & Reporting:** Microsoft Excel (advanced), Power BI.
  - **Collaboration Tools:** Microsoft Teams, Zoom.
  - **File Management:** SharePoint, Google Drive.
  - **Documentation Tools:** Adobe Acrobat.
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## Languages

- English
  - Urdu
  - Pashto
  - Hindi
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## Personal Information

- **Date of Birth:** 15 March 1998
  - **Nationality:** Pakistani
  - **CNIC:** 16101-3884295-5
  - **Passport No.:** BT7592951
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## References

Available upon request.

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**Thank you for reviewing my CV.**

**Regards,**

**Muhammad Tufail**