

Dear Sir/Madam,

APPLICATION FOR THE POST OF QUANTITY SURVEYOR

I am C.J.Munaweera hereby submit my application for the post of Quantity Surveyor in your esteemed company. **I am currently available in Dubai on Visit Visa status** and seeking for a carrier enhancement opportunity in Contracts, Commercial and Cost management disciplines.

I am a **B.Sc. (Hons.) Quantity Surveyor** Graduated from **University of Moratuwa, Sri Lanka** with a **Second Upper**, which is **accredited by RICS, CICES, AIQS and PAQS**. Further, I possess **5 years of industrial experience** as a Quantity Surveyor in **Contracting and Consultancy** disciplines.

If you select me for the aforementioned post, I assure you, I shall endeavor my very best in performing my duties for the betterment of your reputed organization. I herewith attach my curriculum vitae for your reference and expect any possible opportunity to join with your organization.

I am available for interviews at any time and able to join immediately.

I am looking forward to hear a favorable response from you.

Thank You

C.J.Munaweera
B.Sc. (Hons) in Quantity Surveying
Department of Building Economics
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CHAMIKA JAYANI MUNAWEERA

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PROFESSIONAL PROFILE

An ambitious and dedicated Quantity Surveying graduate who utilizes strong communication and interpersonal skills to establish excellent working relationships with clients and colleagues at all levels. A well-organized individual with excellent time management skills. An excellent team worker who is adaptable to all challenging situations. A self-motivated individual, who pro-actively pursues opportunities to gain new skills.

PROFESSIONAL EXPERIENCE

Contractor Quantity Surveyor at Access Engineering PLC, No.278, Union Place, Colombo 2, Sri Lanka (November 2014 – December 2017)

Main Projects

- Rehabilitation and Improvements of Colombo - Kandy Road from Kadawatha-Nittambuwa (Project Cost Rs. 6.9 Billion)
- Construction of 53.65m length two raw closed conduit at 31+273 to 31+326.65 & 4 nos over crossings at 31+881(2nos),31+556 in RBMC (Project Cost Rs. 37.8 Million)

Main Responsibilities

- Preparation of Tenders (Financial and Technical Bid)
 - Construction of upper Elahera Canal, Kaluganga – Moragahakanda Transfer Canal (KMTC) 0+000km to 8+830km (Tender Amount Rs. 10 Billion)
 - Construction of Upper Elahera Canal from 0+100 to 6+226 Km (Tender Amount Rs. 5.7 Billion)
 - Rehabilitation/Improvements of; A005 - Peradeniya-Badulla-Chenkaladi Road section from Badulla to Passara (130+800Km - 150+800Km) (Tender Amount Rs. 3.0 Billion)
 - Rehabilitation/Improvements to B239 Kottawa - Thalagala Road Section from Kottawa to Moragahahena (1+000 km - 15+480 km) Km (Tender Amount - Rs. 1.6 Billion)
 - Construction of phase 1b (main laboratory expansion, accomodation building expansion, and new gate house with canteen building) of the nanotechnology Centre of excellence at the nanotechnology and science park (Tender Amount Rs. 3.4 Billion)

- Preparation of Interim Payment Applications
- Managing Sub Contractor Agreements and Bills
- Preparation of variations and claims
- Monitoring of construction projects

Consultant Quantity Surveyor at State Engineering Corporation, No.130, W.A.D Ramanayake Mawatha, Colombo 02, Sri Lanka (August 2012 – November 2014)

Main Projects

- Design and Refurbishment Work of Inland Revenue Building at Sir Chiththampalam A. Gardiner Mawatha (Project Cost Rs. 1.05 billion)
- Construction of proposed Building (Stage 2) for Department of Computer Science & Computer Unit of University of Ruhuna. (Project Cost 179 million)
- Construction & Completion of Four Storied Stores Complex for Sri Lanka Ayurvedic Drugs Corporation (Project Cost Rs. 134 million)
- Design, Construction & Completion of Proposed Main Entrance Building, Car Park & Internal Road for Department of National Botanic Gardens (Project Cost Rs. 105 million)
- Proposed Administration Building for Wickramarachchi Ayurveda Institute (Project Cost Rs. 61 million)

Main Responsibilities

- Preparation of all Pre contract documents such as Preliminary Project Estimates, Bills of Quantities, Engineer's Estimates, Bidding Documents and Contract Documents
- Tender Evaluation and preparation of the Evaluation Report
- Interim Payment Certification
- Managing Variations and Claims
- Preparation of Comparative Statements

Assistant Consultant Quantity Surveyor in United Nations Office for Project Services (UNOPS), Head Office (July 2010- November 2010)

Main Projects

- Emergency Trauma Centre at Karapitiya Teaching Hospital in Galle District funded by State government of Victoria/Australia
- Isolation Rooms Development Project as part of the implementation of the National strategic plan for avian Influenza (INSPAI) Indonesia funded by European Union
- Semi detached Housing project under Social Housing Programme in Maldives

Main Responsibilities

- Preparation of Bills of Quantities, Engineer's Estimate
- Checking Interim Payment Applications
- Taking off Quantities
- Assist in preparation of cost Analysis

Assistant Contractor Quantity Surveyor in Maga Engineering (Pvt) Ltd (April 2010- July 2010)

Main Project

- Administrative Complex at Battaramulla - Sethsiripaya- Stage II

Main Responsibilities

- Assist in preparing Interim Payment Applications
- Assist in preparing variations and claims
- Assist in preparing sub- contractors bills

SKILLS AND COMPETENCIES

- Working knowledge of MS-Office Suite (Word, Excel, Power point, Project), Internet and Email
- Outstanding Performance individually as well as a team
- Clarity of communication and effective listening
- Excellent presentation and promoting skills

ACADAMIC QUALIFICATIONS

- **B.Sc. (Hons) Degree in Quantity Surveying** in Department of Building Economics University of Moratuwa, Sri Lanka, which is accredited by RICS – UK and AIQS- Australia
- Successfully completed the one year research (Dissertation) on the topic of “**Full - Term Dispute Adjudication Board (DAB) as an ADR method in Construction Industry of Sri Lanka**” under the supervision of Mr. Mahesh Abeynayake”, Senior Lecturer, Department of Building Economics, University of Moratuwa.
- Studied at Dharmasoka College and Passed GCE A/L 2007 (with Combined Mathematics :A, Physics : B, Chemistry: C)

PROFESSIONAL QUALIFICATIONS

- Successfully completed **Diploma in Commercial Arbitration** at The Institute for the Development of Commercial Law and Practice
- Currently following **M.Sc in Construction Law and Dispute Resolution**

PERSONAL DETAILS

Full Name : Chamika Jayani Munaweera
Date of Birth : 04th July 1986
Gender : Female
Civil Status : Single
Nationality : Sri Lanka

EXTRA-CURRICULAR ACTIVITIES

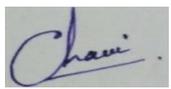
- Actively participated in annual and special events of University as well as school (Fresher's welcome, Cultural events, Blood donations)

REFERENCES

Mr. Sudath Gamage
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Ms. Harshani Gunathilaka
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I hereby certify that the above details are true and accurate to the best of my knowledge.



C.J.Munaweera

07 February 2018

Date