** ABDUL RASHEED KHAN**

**BACHELOR IN CIVIL ENGINEERING**

**Contact No:** 971-502147724 **-** **UAE Email:** abdulrasheeed@gmail.com

**8.5 YEARS OF TOTAL WORK EXPERIENCE IN Quantity Surveyor/Contracts/ESTIMATION**

* Self-driven, dynamic, target oriented and cost conscious to ensure timely completion of project within the allocated Budget.

**EXPERIENCE**

1. **M/s. BREN CORPORATION – Bangalore, India from August 2014 to Feb-2018**
* **Designation**: Assistant Manager **QS and Contracts** Reporting to Vice President Projects.
* **Location:** Bangalore, India.
* **RESPONSIBILITIES**
* Preparation of **Bill of Quantities, specifications** for **Civil –MEP** and prepare calculation sheets for costing including **Rate Analysis**.
* Quantity take-off for Estimation/Budget & monthly payment request as per **CESMM**/**POMI for Civil/Mep/Finishing Works, Landscaping, Water Bodies all Building related and External Development Activities.**.
* **Propose Value Engineering** in compliance to Project requirements in order to reduce Project Cost
* Responsibility for periodic meeting with Engineer’s for negotiating over payment certification and for v**ariation claim approval.**
* Coordinate the preparation of tender documentation, Specifications queries to sub-contractors to confirm and collect any missing data including; costs, insurance, and any requirements
* Preparation and periodically updating **payment tracking schedule, variation tracking schedule** & Subcontractor liability schedule etc;
* Preparation of **Cash flow Chart** for In-flow and Out-flow as per actual Project Condition.
* Identify the Contractual **Variation** and raising the same with proper documents as per the Particular Condition of Contract.
* Responsible for submitting the Cost Claims such as **prolongation, acceleration and Disruption** with evidence.
* **Co-ordination** with the **client, consultant** & **Finance** for the final account.
* Preparing, reviewing and administering contracts **during the Tendering Process**. Pre-Tendering and Post Tendering.
* Responsible for checking of the **sub contractor’s payment applications** and to issue the interim payment certificates;
* Arranging the documents for submission of final account through **Arbitration act** to settle the dispute and preparing the statement for the legal cases with the help of lawyers.
* Prepare the **payment certificates** for contractors once value certificates are received and based on the jobs completed
* Knowledge of **FIDIC** forms of Contracts following to contractual and construction process of building.
* Arranging for **Techno-Commercial Audit** (TCA) & Internal Audit Division (IAD) Audits and preparation of reports like Project Profitability Statement (PPS) where the Cost at Completion (CAC) was worked out in coordination with the site team.
* Advising accounts team for **encashment of sub-contractor bank guarantee**, if the sub-contractor not willing to extend the bank guarantees validity.

**PROJECTS**

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| --- | --- | --- | --- | --- |
| **NAME** | **No. of Floors** | **No. of Towers** | **BUA** | **Project Cost** |
| BREN - Palms | 2B + G + 5 UPPER FLOORS | 10 of 2 & 3 BHK | 32,515 sq. m | INR 661.5 Million |
| BREN - Woods | B + G + 4 UPPER FLOORS | 7 of 1,2 and 3 BHK | 39,395 sq. m | INR 678.4 Million |
| BREN - Paddington | B + G +5 Upper Floors | 9 of 1, 2 & 3 BHK. | 45,057 sq. m | INR 743.0 Million |
| BREN - Edge Water’s | 2B + G + 13 Upper Floor | 5 of 1, 2 and 3 BHK. | 35,635 sq. m | INR 805.5 Million |

1. **M/s. VALUE BUDGET HOUSING PVT LTD – FROM June : 2011 to** JULY**-2014.**
* **Designation**: Assistant Manager **Contracts and Quantity Survey** reporting to General Manager QS.
* **Location**: Bangalore India.
* **RESPONSIBILITIES:**
* Preparation of monthly valuation report till completion to keep the track of all jobs
* Read GFC Drawings and technical documents in order to calculate quantities and work on daily cost sheets
* Prepare material **consumption** and **reconciliation** statements.
* Site Inspection and **joint measurement** for additional works.
* **Verification and Certification** of Sub Contract Bills along with the measurement details.
* Preparation and submission of **Monthly Progress report** Interim Payment Application as per SOV (Schedule of Values) or as per the site progress with cost break down.
* Recommend ways to make an activity **more cost effective** and productivity.
* Increasing the **revenue** of the project beyond the estimated value with the help of claim. Work very close with the project team to ensure that measurements, variations and contractual matters are properly recorded and notified.

**PROJECTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **Location** | **No. of Floors** | **No. of Towers** | **BUA** |
| VBHC-Vaibhava | Bangalore | B + G +7 UPPER FLOORS | 32 Blocks of 2 & 3 BHK | 1.2 Million sq. ft |
| VBHC- Palm Heaven | Bangalore | B + S + 4 UPPER FLOORS | 7 Blocks of 1,2 and 3 BHK | 3.2 Acres |
| VBHC-Vaibhava | Chennai | B + G +7 UPPER FLOORS | 12 Blocks of 2 & 3 BHK | 6.0 Acres |

1. **M/s. SKYLINE DEVELOPERS PVT LTD – Bangalore, India from** OCT **2009 to** JUNE**-2011**
* **Designation**: **Estimation** and **Planning Engineer** Reporting to Manager Planning.
* **Location:** Bangalore India.

**Educational Qualification**

* Bachelor in **Civil Engineering**.
* University: **Visveswaraiah** **Technological** University Karnataka **India.**

**SKILLS**

* **AUTOCAD**, **PRIMAVERA**, **ERP**-Quadra, Excellent programming knowledge in **MS-OFFICE**.
* **FIDIC** Conditions of Contract **Red Book, POMI, CESMM, Pre-Contract QS and Post Contract QS.**
* Trained in Time and Stress Management. Strong analytical and problem solving skills.
* Positive Attitude with Excellent verbal and written communication skills in English.
* Proficient with Languages like English, Hindi, Arabic (Read), Urdu, Tamil and Kannada.

**PERSONAL DETAILS**

* Date of Birth 05th December 1984.
* Sex Male
* Nationality Indian
* Marital Status Married
* Passport No H8489347
* **Visa Status Visit (until: 03/06.2018)**