

ZAHID ISHAQ KHAN MRICS, BTech(Civil), LLB, MBA

Chartered Quantity Surveyor -MRICS No: 6727907

Sr. Quantity Surveyor/Contracts /Planning

Total Exp: 20 Yrs. Gulf Exp: 9 yrs

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Mira Road(Thane)-India

Age: 45Yrs



Short Brief about my KRA

I have equal expertise in both QS & Planning. I have worked as Sr. Manager Quantity Surveyor and Planning Engineer in Gulf as well in India. My Role as Sr Quantity Surveyor comprises pre as well post contracts. Tendering (complete process) in pre contracts and in post contracts my roles is to mainly support the Project Manager and Project Team with information and deliverables on procurement, variation, invoicing, letter drafting.

As a planning & scheduling engineer, my role involves project planning, scheduling (primavera baseline) project monitoring & controlling, guiding and updating the project team on procurements, delays and recoveries strategies, project financial status such as cash flow-S-curve & CTC, look ahead program as per primavera as well as per site conditions, regular meetings with project stake holders to ensure timely closures for all project phases such as engineering, procurement and execution. Preparation and submission of time and cost claims on the basis of various correspondences on delay events recorded and communicated to the Client/Engineer.

Summary of Professional Working Experience

1. **Sr. Manager Contracts & Billing** with "**M/s Bombay Realty Ltd**" at their project at Wadala-Mumbai named as "Island City Center Tower One & Two ,52 & 56 Floors Residential project, Value 1250 Cr, with ultra-high amenities. **From March 2019 up to March 2020.**
2. **Sr. Quantity Surveyor -Pre & Post Contracts**, with "**M/s Almuharikat Trading & Contracting**" at Bahrain for their 900 Villa's project at HIDD, Value of the project 30M BHD. **From April 2018 up to March 2019.**
3. **Sr. Planning Engineer** with "**M/s Al Balagh Trading & Contracting WLL**" at Qatar for their 2B+G+27F Commercial Tower Project & Stadium Project, Value 160M & 800M QR **From April 2015 up to April 2018.**
4. **Manager- Contracts & Estimation** with **M/s Wadhwa Developers** at Mumbai for their various projects at **Mumbai. From Aug 2011 up to April 2015.**
5. **Billing Engineer** with **M/s DB Realty Pvt Ltd** at Mumbai for their residential project **Orchid Crown** at Mumbai consisting of 3 Tower of 75 Floors. **From June 2010 up to June 2011.**
6. **Quantity Surveyor** with "**M/s Patel Realty**" for their commercial project at Mumbai. **From June 2009 up to June 2010.**
7. **Quantity Survey with "M/s Buhaleeba Contracting LLC"** at Dubai for their commercial and residential projects at Dubai. **From Jan 2006 up to April 2009.**
8. **Project Manager** with "**M/s Premier Construction Co**" at Mumbai for their various projects at Mumbai. **From 2000 up to 2006.**

Responsibilities performed at the above job profile.

JD as Contracts & QS

1. Drafting & formulation of subcontract documents, inviting bids/ quotations from sub-contractors, making Comparison statement, Negotiations with sub-contractors, Finalization of rates, Formulation / Finalization of Work Orders for all sub contract works
2. Quantities Take off, preparation of BOQ's for Sub Contractors.
3. Budget cost estimate for Subcontractor & for Procurement
4. Preparation & Submission of Interim payment applications. Follow up with Consultant /Client for certification & payments
5. Preparation of Payment Certificates for Sub Contractors & Supplier based on our approvals from Consultant/Client (back to back).
6. Preparation & submission of Variations for project works & follow up with Consultant /Client for Variation approvals (Engineers Instruction).
7. Drafting & preparing of all contractual letters with precision. Specialized in correspondence's relating to claims / dispute occurrence's & resolution.
8. Liasioning with in House Architects and Structural Consultants, to understand the design and to develop the project BOQ.
9. Liasioning with in House Architects and Structural Consultants, to work on value engineering using alternative construction materials, thus making the project more financially viable, without compromising on quality and projects exquisiteness.
10. Monthly MIS for all necessary information for the Management.
11. Cost Control and monitoring using SAP.
12. Strong negotiation skills.

JD as Planning Engineer

1. Preparing project Baseline Schedule with Cost loading, Resource Loading
2. Create, maintain, review and administer construction schedules and plans.
3. Monitoring and tracking project progress, and writing up reports.
4. Briefing and Updating the Management with the status of project in terms of project ahead or delay and to provide solution for mitigating the delays.
5. Liaising with managers and engineers to discuss the progress of the project and address any issues that arise.
6. Liaise with external contractors and suppliers to organize the phases of the construction development
7. Keep the client team up to date on progress and highlighting the key events in the monthly report.
8. Fast tracking and crashing the project as per the project requirement and instruction from Client.
9. Cash flow, S-Curve and graphical reports through Power BI.
10. Revising the Baseline if any interim Extension of Time awarded by the client.
11. Briefing and educating the project team for the completion of critical activites and fast tracking other parallel activities to save time.
12. Briefing the project team with 15 days & 1month look aheads to plan and manage the resources accordingly.

Academic/Professional Qualifications:

1. MRICS Member of Royal Institute of Chartered Surveyor(QS) -6727907
2. LLB : Bachelor in Law-Pursuing
3. MBA: Finance Management.
4. B Tech : Civil Engineering
5. Diploma : Civil Engineering

Professional Development Certificates:

1. Certificate Online Course ***Master in Construction Claim*** – by N.M Raj
2. Certificate Course in ***Contracts Management (Fidic)***: Dubai Ministry Approved.2009
3. Certificate Course in ***Scheduling & Cost Control*** – 3fold education- Dubai
4. Certificate Course in ***Risk Management -Tools & Techniques*** – 3fold education- Dubai
5. Certificate Course in ***Tilos*** – Project Scheduling
6. Certificate Course in ***Delay Analysis*** with Primavera
7. Certificate Course in ***Project Management Certification*** preparation.
8. Certificate Course in ***Python Programming*** for Data Science and Software Development.
9. Certificate Course in ***Tableau*** for Data Analysis and interactive dashboards.
10. Certificate Course in Powerful Primavera Reporting through ***Microsoft Power BI***.

Computer Professional Software's:

1. SAP / ERP - Cost Controls/Work Order/ Billing/BOQ/BOM
2. Primavera/ MSP -Project Planning & Scheduling.
3. MS Office - Specializing in MS Excel, Pivot tables, Power BI
4. Auto Cad - 2d Drafting &Drawings
5. Build Quant - Software for Quantity Take offs –
6. Entech Institute. - Estimation &Rate Analysis Software –
7. Softech -Pune - QE Pro-Rate Analysis & Estimation
8. Candy - Basic Training- Software for Cost Control
9. Revit - 3D Modelling using Revit BIM Module
10. CostX - Basic Training

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