

SANDEEP RUPESH KUMAR SINGH

Landmark Group, MANAMA BAHRAIN.

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MANAGER: PROJECTS & FACILITIES MANAGEMENT

Projects M-Mall & Retail Store - Facility Services - Maintenance - Project Management

14 years of experience spearheading across different facet of MEP, Building Services (HVAC, Fire Fighting, Drainage, Plumbing, LPG, etc.), Electrical system, Building Management System, Lift & Escalator, PMS, LCS, etc.) Commercial Mall, Building Construction, Industrial Projects and Project Management. Expertise in Construction & Project Management of High rises and Commercial Building with Retail Fit-out in Bahrain and India,.

EXECUTIVE DIGEST

- ❑ A high caliber individual with gravitas and a proven track record of successful project management through methodical, thorough and diligent work.
- ❑ Fully aware of the **commercial & contractual aspects** of any project.
- ❑ Strategic problem-solver who envisions smart solutions and executes with urgency across all levels of the organization.
- ❑ Skilled in negotiating partnerships and stakeholders with a keen ability to capture opportunities and catapult new ventures.
- ❑ Project Management awareness in Resource Management, Project construction, Project Planning & Stakeholder management etc.
- ❑ Preparing cash flow for ongoing projects years for Maintenance & Renovation related works.
- ❑ Awareness on Tender specification and IFC drawing, highlighting key elements to respective stakeholder internal & external Provision Sheet”.
- ❑ Preparing project charter of specific project
- ❑ Co-ordinating WBS within department and external contractor for smooth co-ordination.
- ❑ Review co-ordination drawing related to MEP services and builder works
- ❑ Timely submission of shop drawings, preparation of co-ordination & as-built drawings.
- ❑ Preparing Risk Assessment
- ❑ Arranging weekly co-ordination meeting with all respective stakeholders.
- ❑ Reporting

AREAS OF EXPERTISE

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|-----------------------|----------------------|--------------------------------|
| ↪ Facility Management | ↪ Project Management | ↪ Engagement with Leasing Team |
| ↪ Procurement | ↪ Manage Stakeholder | |
| ↪ Construction | ↪ Project Planning | |
| ↪ R&M | ↪ Setting KPI | |

CAREER HIGHLIGHTS

- ❑ Finalisation of Drawings, Designs & BOQs, Ordering of Long Lead items
 - Validate or Review IFC drawing / Level of Detail (LOD) with the and preliminary layout.
 - Submission of Shop drawings & obtaining necessary approval from Project- consultant
 - Review RFI & addendum share by consultant or Main contractor
 - Quantity take-off review for each service based on approved drawings and plans, with contingencies not exceeding 5%.
 - Detailed specifications (make/model/brand).
 - Shop drawing & Material procurement tracker to be maintain and followed periodically & reviewed in weekly co-ordination meeting
 - Highlights equipment's/quantities of long lead items to the procurement Department for ordering and raising PO.
 - Co-ordinate with project civil contractor on daily basis for major important installation details.
 - Preparing project schedule of MEP works and WBS basis 1st, 2nd & Final Fix.
 - Review program Plan vs actual
 - Delay notification memo-letter to specific stakeholders
 - Risk Management & maintain register to discuss periodically.
 - Preparation & review of MEP As-built drawing.
 - Arranging O&M manuals and its submission to Main contractor.
 - Arranging Pre-handover inspection and with snag closure report.

- Ensured quality workmanship and customer satisfaction throughout the construction process arranging daily progress meeting interaction with high profile customers to analyze and resolve all challenging circumstances.
- Streamlined processes that ensured on time and on budget completion of projects.

PROJECT HIGHLIGHTS

- **Oasis Mall at Juffair, Bahrain:** Lead the coordination with the efforts of overseeing the contractor from commencing construction through project completion, and in the turnover of the asset to the company's property management group; focusing on maintaining company standards and the value proposition of the product envisioned for the target customer and building the project on time and on budget.
- **Mahindra Vehicle Manufacturing at Chakan, Pune:** Work with consultants and clients to ensure adherence to delivering the project in an acceptable condition and to standards. Impede problems related to MEP Services.
- **Gupta Energy 2x60MW:** Planned, organized, and directed activities concerned with the construction and maintenance of structures, facilities and systems.
- **3M India at Pune:** Evaluated construction methods and determined cost-effectiveness for entire LPG plant construction
- **Energy Management System:** Implemented EMS in LMG at Bahrain with 60days for Three Malls & 35stores, which includes installation of 115nos smart KWH meter, testing & commissioning.

FACILITY HIGHLIGHTS

Oasis Mall at Juffair, Oasis Mall at Riffa & Marina Mall:

- Develop and implement maintenance schedules to ensure timely repairs and upkeep of facilities.
- Oversee daily operations of [number] facilities, ensuring all systems function efficiently and effectively.
- Manage budgets and negotiate contracts with vendors and service providers to optimize cost.
- Ensure compliance with Health, Safety, & environmental regulations.
- Coordinate with various departments to support facility needs & improvements
- Lead a IFM team, in-house maintenance department providing training & performance evaluations.
- Tenant relation in terms of new store delivery, renovation & coordinating with internal design teams.

Internal Brands like Centrepoint, Max, Home Box, Home center, Funcity:

- Coordinating with internal stakeholder to implement new store.
- Preparing Site feasibility alongside Business Manager of brand.
- Coordinate with Property Management for Scope define & contract readiness for new lease agreement.
- Arranging LOD for New Store.
- Attending co-ordination meeting with consultant & landlord for timely completion of project.

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CORE COMPETENCIES

Task Sequencing and Scheduling in Facilities Management

- ❑ Create a work breakdown structure.
- ❑ Schedule highest priority work first.
- ❑ Determine deficiencies and which are the most cost-beneficial to correct.
- ❑ Properly allocate resources so that desired goals can be pursued.
- ❑ Identify any impediments or risks.
- ❑ Rank these impediments or risks to goals.
- ❑ Determine how to overcome or offset these impediments or risks.
- ❑ Establish deadlines to achieve goals.

Contract Management in Facilities Management

- ❑ Understand types of vendor contracts to effectively provide essential services for facility management.

Embedding & Practices Project Management within Facilities Management

- ❑ Conduct a strategic analysis.
- ❑ Formulate the company's vision, mission, and strategic objectives.
- ❑ Establish a Value Creation Plan that includes facility management idea generation and prioritization, and the formulation of a facilities management strategic roadmap that includes future initiatives and key performance indicators (KPIs).
- ❑ Follow a Value Driver Tree (VDT) methodology to link strategic initiatives and KPIs to the facility management strategic objectives.
- ❑ Design a strategy implementation (transformation) governance model

Compliant Services Management or CAFM

- ❑ Ensure that their deliverables are compliant since it is essential for facility managers to understand regulatory and contractual requirements affecting their Facility Operation

The Value of Facilities Management Involvement in a Project's Lifecycle

- ➔ Managing asset life cycles include:
- ➔ Manage budget such as capex & opex allocated.
- ➔ Self inputs expertise in designing, testing, and commissioning work
- ➔ Identifying Long lead times for delivery of supplies or item obsolescence
- ➔ Lack of technicians with sufficient expertise
- ➔ Identifying customized items could make maintenance difficult.

Cost Control and Optimization in Facilities Management

- ➔ optimize productivity to control costs and achieve a project's potential value.

Connecting Vision and Mission with Execution

- ➔ Connecting a company's vision and mission with the work at hand allowing project and facility department to track the execution of facility management projects on time within budget and quality baselines.

Business and Technical Teams Should Communicate

Managing competing priorities between business and technical teams' hinges on good communication.

CAREER REVIEW

- ➔ **Manager -Project & Facilities in M/s Landmark Group at Bahrain from June '18 to now**
- ➔ **Project Engineer - M/s Delta Construction W.L.L. from July 2015 to June 2018**
- ➔ **Mechanical Engineer - M/s Yateem Airconditioning W.L.L. from July 2014 to 2105**
- ➔ **Sr. Planning Engineer - M/s Sterling & Wilson Ltd. From June 2010 to July 2014**

ACADEMIC CREDENTIALS

2010 Diploma in Mechanical Engineering from Pillai's Polytechnic, Mumbai

Licenses & certifications

Authorized on demand PMP Exam Preauthorized on demand PMP Exam Prep
Project Management Institute Project Management Institute Issued Jul 2024 ·
Expires Jul 2025 Issued Jul 2024 · Expires Jul 2025 Credential ID 10294873

Data Landscape of GenAI for Project Managers

Project Management Institute Project Management Institute
Issued Jul 2024
Credential ID 10294873

FUNDAMENTAL OF PREDICTIVE PROJECTS MANAGEMENT

Project Management Institute
Issued Jul 2024
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Prompt engineering Prompt engineering

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PERSONAL DOSSIER

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