

# Mohammed Mumtaz Ahmed

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## SENIOR MANAGEMENT PROFESSIONAL

~ Project Management ~ Civil / Construction Management ~ Civil Consultancy ~

- ❖ A result oriented professional with 13.9 years of experience in Project Management, Site & Construction Management, Vendor Management, Coordination and Team Management.
- ❖ Abilities in harmoniously managing tasks with a talent for Civil & Construction Management involving Strategy & Project Planning, Financial Planning & Budgeting, Procurement, Vendor Development, Techno-Commercial Functions, Documentation & Client Relationship Management in line with industry best practices.
- ❖ Astute manager with a flair for adopting modern construction methodologies, systems in compliance with quality standards.
- ❖ Specialize in Pavement Design, Airport Design, Master Planning, Planning Engineer, Highway Infrastructure Project, Building Projects.
- ❖ Attended training in Malaysia for Airport Planning, Pavement Design, Airport Design and Airport Operations.
- ❖ Deft in swiftly ramping up projects with competent cross-functional skills and on time execution.
- ❖ The wealth of expertise covers road and airfield pavement construction, laboratory and an in-situ testing process for airfield pavement works.
- ❖ Sound understanding of Heavy Industry, Like Air Port, Roads & Bridges, and Building construction sector with strong quantitative and conceptual abilities
- ❖ Deftness in project monitoring and review of project schedules, ensuring cost control within budgeted parameters.
- ❖ Exemplary relationship management, communication skills with the ability to network with project members, consultants, contractors, statutory agencies with consummate ease.
- ❖ Deft in creating designs & plans, layouts, working drawings and managing resources to ensure execution of projects within time and budgeted parameters.
- ❖ Proficient in preparing & floating of tenders to contractors/sub contractors, evaluation of offers, techno-commercial discussion & finalisation of contract in view of project schedule.
- ❖ An effective communicator and prefect presenter with exceptional relationship management skills with ability to relate to people at any level of business.

## PROFICIENCY FORTE

### General Management

Project Management  
Feasibility Evaluation  
Executive Leadership

Financial Management  
Policy Formulation

Budgeting  
Relationship Management

### Project Management

Project Planning & Scheduling  
Construction / Site Management  
Procurement / Vendor Management  
Material Management  
Approvals  
Team Management

Design & Layout  
Engineering Support  
Civil Cost Analysis  
Quality Control  
Cost Reduction

Infrastructure Development  
Contract Management  
Structural Design  
Erection & Commissioning  
Resource Deployment

### Project Planning & Management:

- ✦ Preparing of Pre and post tendering process and strategies.
- ✦ Managing project activities right from the conceptualization stage to the execution; procurement, scheduling, progress monitoring, site management, manpower planning & liaising with consultants & contractors.
- ✦ Establishing time span of project execution as per client specifics; listing down resource needs for projects, after considering the budgetary parameters set.
- ✦ Planning time & resources, scheduling the activities, updating actual progress, analyzing variance, forecasting weekly & monthly resource requirements etc.

- ✦ Monitoring/discussing project status; reviewing during the course of project review meetings.

#### Site & Construction Management:

- ✦ Executing initial survey, checking of alignment, setting out curves, laying different pavement layers, quality control tests, preparation of progress reports & monthly bills.
- ✦ Supervising all construction activities related to transport infrastructure including providing technical inputs for methodologies of construction & coordinating with site management activities.
- ✦ Identifying & developing alternate contractors for timely completion of project.
- ✦ Steering the creation of designs, conceptual & schematic plans for layout and interfacing with clients for approval of the same.
- ✦ Coordinating with Contractors / Builders and providing with the detailed construction documents
- ✦ Submitting drawings, initiating detailed execution at sight, preparation of client bill, preparation of sub contractor's bills, claims etc.
- ✦ Ensuring that equipment/materials received are in accordance with the quantity & quality.
- ✦ Implementing QA / QC procedures, Total Quality Management principles and checks. Conduct Audits to ensure adherence to Quality and Safety norms across the entire course of project execution.

#### Designing:

- ✦ Overseeing construction entailing design drawings check and recommending design modifications.
- ✦ Handling the overall Designing Operations involving researching, developing, designing & optimizing of transport infrastructure.
- ✦ Participate in the design, preparation, checking of Drawings & Recommending design modifications based on client requirements.
- ✦ Creating layouts, designs & drawings & conducting Cause & Effect diagrams to identify any weaknesses & make relevant modifications in the same.
- ✦ Eliminating redundant / obsolete processes involved in the design, development processes and working towards value-addition.

#### Quality Assurance:

- ✦ Leading the implementation of qualitative assurance across Raw Materials, Work In Progress, and Finished Goods across various functional Departments.
- ✦ Mentoring & directing quality - routine and non routine issues by interacting with concerned departments such as Purchase, Production etc of projects till completion.
- ✦ Training and guiding teams on towards identifying factors critical to quality, reducing process variation, improving capabilities & increasing stability.

#### Contract Management:

- ✦ Preparing & floating of tenders to contractors/sub contractors, evaluation of offers, techno-commercial discussion & finalization of contract in view of project schedule.
- ✦ Settling of all techno-commercial disputes / clarifications during execution of project.
- ✦ Deploying review systems to manage execution as per effective techno-economic feasibility.
- ✦ Overseeing client invoice submission, monitoring and following up of invoice payments.
- ✦ Settlement of disputes with clients, contractors, Govt. and statutory bodies.

#### Process Enhancement & Cost Control:

- ✦ Executing cost saving and energy saving techniques/ measures and modifications to achieve substantial reduction in O&M expenditures and work within the budget.
- ✦ Handling operations for improvement in existing products based on market trends & requirements.
- ✦ Undertaking Risk Assessments and ensuring Health & Safety for staff.

#### Co-ordination:

- ✦ Responsible for coordination with the engineering, purchase and finance department for design & drawing specification, dispatch of materials at site's, raising invoice and payment.
- ✦ Interacting with client for securing quick approval of the designs provided & carrying out planning as per pert chart requirement and ensuring proper cash flow cum payment on time.
- ✦ Coordinating with staff and sub-contractors on site for project progress.

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### CAREER HIGHLIGHTS

GMR HYDERABAD INTERNATIONAL AIRPORT LTD.  
Manager

Since Oct'04

A group of companies engaged in business of diversified sectors like Roads and Bridges, Power, Sugar industries, Ferro Alloy etc and become an icon in Airport sector in India and one of the major player in the World. Presently GMR led consortium Taken up the mandate to finance, design, build, operate and maintain the Indira Gandhi International Airport (Delhi) and construction of the Green field International Airport in Hyderabad.

- ✓ Managed project activities right from the conceptualization stage to the execution; involving finalization of technical specifications, tendering, scheduling, progress monitoring, site management, manpower planning, cash flow management, logistics & liaising with consultants & contractors.
- ✓ Planned time & resources, scheduling the activities, updating actual progress, analyzing variance, forecasting weekly & monthly resource requirements etc.

- ✓ Steered the creation of designs, conceptual & schematic plans for layout and interfacing with clients for approval of the same.
- ✓ Coordinated with Contractors / Builders and providing with the detailed construction documents
- ✓ Submitted drawings, initiating detailed execution at sight, preparation of client bill, preparation of sub contractor's bills, claims etc.
- ✓ Involved in preparing & floating of tenders to contractors/sub contractors, evaluation of offers, techno-commercial discussion & finalization of contract in view of project schedule.
- ✓ Actively involved in preparation of master plan of airport 40MPPA, technical study of external utilities services review of the existing Master Plan, Technical audits and value engineering.
- ✓ Extending support in concrete and flexible pavement design, hangars, Aprons, runway and taxiway design, and landside transportation projects.

✓ Expertise in

- ↳ Master Planning in Airports
- ↳ Design review of EPC CDS (Contractor Document Submittal)
- ↳ International Civil Aviation Organization (ICAO) codes and regulations, NOTAM, Annexure Part 1,2 and 3 Runway, Taxiway and Pavements Design
- ↳ Familiar with FAA requirements for design purposes Airbus A380 and Boeing 747-400 and others
- ↳ Fuel Hydrant System Design aviation jet fuel
- ↳ Knowledge of airport design, and operations, Pavements Design and Safety, Management System (SMS), Knowledge of Air Traffic Control (ATC)
- ↳ Review PMP and Project Planning and Programming
- ↳ Coordinates with OE and Contractors
- ↳ Pavement Design rigid and flexible airfield and highway
- ↳ Weekly Minutes of Meeting with Contractor and Consultant
- ↳ Prepare/negotiate/resolve contract change order requests,
- ↳ Projects including both Airside and Landside.
- ↳ Building activities (Design and structural design, RCC Design, Planning, monitoring, structural concrete designing, execution site, prepare report, project monitoring, design review, and MEP works and interior design work)

✓ Distinction of handling the Projects:

- ↳ Project Engineer on Greenfield Airport project in Hyderabad, a Build, Own & Operate project involving the Engineer, Procure and Construct (EPC) approach to achieve completion of the whole project in thirty months.
- ↳ Extension and resurfacing of Runway, Apron, Taxi-Track and construction of parallel Taxi-Track at Hyderabad Airport, Begumpet C.A

Organization : Backbone Projects Limited (Ahmedabad)  
 Client : Airport Authority of India (N.A.D)  
 Duration : April 2002 to Sep 2004  
 Role : Design & Planning Billing Engineer  
 Highlights

- ⇒ Review of Design drawing & Pavement reports of Runway, Taxiways, Apron & Landside/Airside roads and others utilities.
- ⇒ Checking of Mix Design for Asphalt and Concrete works of Roads & Structure.
- ⇒ To review compliance with the design basis.
- ⇒ To review value engineering proposals and change orders against employer's requirement.
- ⇒ To clarify the employer's requirements on design, if any, to contractor.
- ⇒ To assist PM and Lead in preparing replies to queries from Lenders, Independent Engineer, Operators, Authorities.
- ⇒ To assist owner in interpretation and acceptance of performance test results.
- ⇒ Review and prepare (Air traffic management /DGCA, ICAO requirement)
- ⇒ Review and prepare airport final study and survey report to ICAO and DGCA
- ⇒ Prepare the Aerodrome site manual Part1,2,3 for aerodrome licenses for airport operation

- ↳ Four Lanning Work from KM 464.000 to 474.000 Nagpur-Hyderabad Section & KM 9.400 to 22.300 Hyderabad -Bangalore section

Client : National Highway Authority of India (NHAI)  
 Consultant : Span Consultant  
 Duration : March 2001 to April 2002  
 Role : Senior Engineer  
 Contractor : You One Maharia (JV)

- Supervision and Checking of different pavement layers
- Review of working drawing for roads and cross drainage works
- Assist R.E in finalization of construction methodology of roads and preparation of progress report

↳ Improvement of Runway & Taxi Way Profile Hyderabad Airport, Begumpet

Contractor : Satya Prakash & Bros (Govt Contractor, New Delhi)  
Client : Airport Authority of India (N.A.D)  
Duration : Sept 1999 to Mar 2001  
Role : Site Engineer & Quality Control Engineer

Highlights

- ⇒ Review of design drawing of Runway.
- ⇒ Verification of the profile and cross sections as per the design drawing.
- ⇒ Responsible for monitoring the construction of PQC, DLC, GSB, FCR, Geosynthetic, Sub grade & Embankment layers.
- ⇒ Responsible for quality control checking (field tests and levels) as per the project specification.
- ⇒ Monitoring of contractor's operation including adherence to safety and environmental requirements of site.
- ⇒ Preparation of monthly progress report, bar chart & level chart.

↳ Strength of Runway & constructed New Apron Profile Vijayawada Airport, Ganavaram

Contractor : Satya Prakash & Bros (Govt Contractor, New Delhi)  
Client : Airport Authority of India (N.A.D)  
Duration : Nov 1998 to September 1999  
Role : Junior Engineer

Highlights

- ⇒ Verification of working drawing as per the project specification.
- ⇒ Responsible for construction of Embankment, Sub grade, GSB & CRB as per the specification.
- ⇒ Responsible for identifying the quarry for aggregate and borrow areas for the construction of roads.
- ⇒ Responsible for planning and scheduling of construction activities.
- ⇒ Liaison with clients for the checking and approval of construction activities.
- ⇒ Preparation of site progress report, bar chart and level chart.

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EDUCATION

Diploma in Civil Engineer  
SBTET  
B.Tech (Civil)  
J.N.T.U (Hyderabad) in C.C.C

Software Proficiency:

MS Excel, Word, Power Point, Auto Cad

Undergone Two Months Trainings on "y2k" MVS, JCL, VSAM, DB2, CICS, and COBOL, IBM COBOL from  
"DATA SOFT" Computer Education System Pvt Ltd., Hyderabad

Undergone One month training on "STAAD III" from "BSB Creative Engineers" Pvt Ltd., Hyderabad

Undergone Two Month Training on "ATUO CAD R 14 & 2000" from "BSB Creative Engineers" Pvt Ltd., Hyderabad

Undergone One year training on "A" Level Course from "DOEACC" (Ministry of Electronic & Telecommunication Engineering) ID NO 0184467

Staad pro AutoCAD, primavera P3E auto plotter, path planner A5, R3 Knowledge of (RET Design FAA)

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SEMINARS AND OTHER TRAINING

Auto Plotter

P3E Training by Hyderabad International Airport Limited

Project management Team

Project Management Processing

Airport Operation (LUTON Airport Operation Director)

Fuel Hydro operation

Quality control Safety Environmental

5S Office Management

PATH PLANNER 5.6 Version (Simtra)

Communication Skill & Presentation

Under gone 3 months training for airport pavements design, Maintenance, operation and technical services at  
Kuala Lumpur international airport limited in Malaysia

IATA: Airport Operation (Mr. Joe Sulmona from IATA)  
Frankfort Airport: Airport operation Construction (Landside airside)  
Internal Audit QMS, EMS, OHSMS

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PERSONAL VITAE

Date of Birth	:	12 <sup>th</sup> April, 1974
Nationality	:	Indian
Religion	:	Islam
Marital Status	:	Married
Passport Number	:	G0134701
Date of Issue	:	01-10-2006
Date of Expired	:	05-10-2016
Issue From	:	Hyderabad (A.P)
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