

ABDUL MOHSIN SHAIKH.

Red Sea Global Approval

CONTACT

Current Address:
Dammam – KSA

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Mumbai - India

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EDUCATION

- B.E. in Civil Engineering-2011, Mumbai-India
- Dip. In Construction Technology-2008, Mumbai-India.

COMPUTER KNOWLEDGE

- AutoCAD.
- BIM 360.
- Basic Hardware & software troubleshooting.
- Outlook & Microsoft Office (Word, Excel, PowerPoint)

CAREER OBJECTIVES

Around 15 years experienced in projects ranging from medium to large-scale building projects & Palaces, which gave me an in-depth understanding for building construction in Civil and Architectural works. A result driven, self-motivated and resourceful working as part of a busy team effectively managing all the costs, quality works and technical issues. Can communicate effectively with developers/contractors and would be an asset to any employer who respects loyalty & responsibility.

I am privileged to work with the best Contractors, Clients, Consultants, and Project Management companies Such as Saudi Binladin Groups, Saudi ARAMCO, Ma'aden, Red Sea Global, AMAALA, Dar Al Handasah, WSP, AECOM.

Currently looking for an opportunity to join a dynamic, ambitious, and growing company to forge a career.

PROFESSIONAL SUMMARY.

- Involved in the solution of different Technical Problems.
- Preparation of Technical Proposals and Methodology.
- Preparation of RFQs.
- Monitored the project activities as per scheduled tasks.
- Good experience with construction materials review & submission for approval
- Discuss Material submittals with suppliers and prepare Submittals and Transmittals.
- Maintaining log for RFI, MIR, NCR, SI, and RFT.
- Provide technical support for vertical and horizontal construction projects.
- BOQ for Sub-contractors & Variation order.
- Overseeing all incoming and outgoing project documentation
- Ability to stay within budget and timeframe
- Quick problem-solving skills
- Effective communication and cooperative teamwork
- Efficient in Technical office responsibilities.
- Ability to handle Multiple Projects at the same duration.
- Review of Material and Shop Drawings.

PROFESSIONAL KNOWLEDGE

PRINCIPLES OF MEASUREMENT (POMI)

CESMM3

MEMBER OF THE SAUDI COUNCIL OF ENGINEERS

SKILLS

COMMUNICATION

PROJECT COORDINATION

TEAM LEADER

HANDLING MULTI PROJECTS

PROBLEM-SOLVING

FLEXIBILITY

TOTAL WORK EXPERIENCE: 15 + yrs.

Technical Office Manager. April 2024 – Present
Sustainable Architecture Engineering Consultants. -
Riyadh, Saudi Arabia.

➤ JOB RESPONSIBILITIES

- Led and managed multiple technical projects from inception to completion, ensuring on-time delivery and adherence to budget constraints.
- Supervised and mentored a diverse team of engineers, technicians, and administrative staff, and productive work environment.
- Developed and maintained comprehensive technical documentation, including project specifications, design reports, and user manuals.
- Review and provide feedback for Engineering drawings and Material submittals.
- Monitored and managed project budgets, negotiated with vendors and ensured cost-effective solutions while maintaining high standards of quality.
- Acted as the primary point of contact for clients, addressing technical queries, managing expectations, and ensuring customer satisfaction.
- Provided advanced technical support and troubleshooting for complex issues, leading to an improvement in resolution times.
- Identified potential risks and developed mitigation strategies to minimize project disruptions and ensure continuity of operations.
- Generated detailed reports and analyses on project progress, performance metrics, and technical issues to inform decision-making and strategic planning.

Projects:

- Al Kaheel Project – ROSHN, Wadi Sedra 2

Client: ROSHN, Mohammad Al Habib.

Location: Riyadh.

Scope: A large-scale residential development in the Al Sedra neighborhood, encompassing 1,492 units across a 96,000 sqm area.



Technical Manager. June 2021 – April 2024
MAS Engineering & Construction Company Ltd. -
Dammam, Saudi Arabia.

➤ JOB RESPONSIBILITIES

- Supporting the engineering team during planning, design, development, installation, maintenance, and troubleshooting processes.
- Maintain, drive, supervise and implement technical standards, systems and processes
- Provide direction and support to ensure compliance with relevant specifications and standards
- Provide Civil & Structural project management oversight of appointed consultants and contractors.
- Lead a team of staff, and address training needs when necessary.
- Develop working templates for establishing and tracking project Civil & Structural requirements, technical specifications, cost estimations and



MEGA PROJECTS INVOLVED

DESERT ROCK HOTEL – Red Sea Global- Umluj.



MARINA LIFESTYLE HOTELRSG-AMAALA, Alwajh.



KING ABDUL AZIZ INTERNATIONAL AIRPORT – Jeddah.



- appointment of contractors
- Acquire a detailed understanding of contract documents (drawings and specifications), phasing plans, Civil & Structural systems interrelationships, construction sequencing, and project schedules to advise the project manager as necessary
- Assist in development of RFPs/Tenders by preparing Technical Proposal.
- Manage the supervision consultant to approve the contractor's as-built drawings and submittals and log changes and as-built information
- Serve as the expert in the PM team for all matters related to design, quality assurance and documentation of structural works
- Reviewing and preparing the RFI, MST, SD, As-Built, etc., and other Engineering Documents.
- Attends the Weekly Progress Meetings (Internal as well as with Clients/Contractors) and assists in the preparation of Minutes Meetings.
- Designing and signing off on the contract.
- Perform overall quality control of the work (budget, schedule, plans, personnel's performance) and report regularly on project status.
- Provide full support as required by the Management and PMT for all projects.

Projects:

- Marina Lifestyle Hotel & Village-MLH.
Client: M/s AMAALA (RSG)
Consultant: M/s. AECOM
Location: Al Wajh
Scope: Structural & Concrete Works.



- Desert Rock Hotel Project.
Client: M/s Red Sea Global (RSG)
Consultant: M/s. WSP
Location: Al Umluj
Scope: Construction of Concrete, Masonry Builders, Building Envelop & Waterproofing,



- South Dhahran Home Ownership Project Package-02A
ARAMCO Ajyal Project.
Client: M/s SAUDI ARAMCO
Consultant: M/s. Turner.
Location: Dhahran
Scope: Completing the remaining construction & handing over works including infrastructure and covering the defect liability period for 258 housing units.



Project Engineer. Jan 2020 – June 2021
Osool Al Tameer (Al Qaryan groups) - Dammam, Saudi Arabia.

- JOB RESPONSIBILITIES
- Preparation and implementation of the Project Execution Plan
- Attends the Weekly Progress Meetings (Internal as well as with Client/Contractors) and assists in the preparation of Minutes Meetings.
- Monitors work in progress and prepare weekly report of the status of each assignment.

MEGA PROJECTS INVOLVED

KING SAUD BIN ABDULAZIZ UNIVERSITY FOR HEALTH AND SCIENCE – Riyadh.



SOUTH DHAHRAN HOME OWNERSHIP-ARAMCO, Ajyal-Dhahran.



KING ABDULLAH INTERNATIONAL FOUNDATION AND HUMANITARIAN PROJECT – Riyadh



- Designing and signing off on contracts
- Overseeing all incoming and outgoing project documentation
- Participating in the tender process i.e., design, submission, and review
- Designing a risk mitigation plan
- Perform overall quality control of the work (budget, schedule, plans, personnel's performance) and report regularly on project status.
- Coordinates materials and assists in the logistics, its shipment, and receipt at the construction site.
- Coordinates with all project-related personnel on the day-to-day progress of work activities, procurement, and operations to ensure the timely completion of the project.
- Review engineering deliverables and initiate appropriate corrective actions
- Provide full support as required by the Management and PMT for all projects.

Projects:

- Q4 Center Commercial Building- Al Fayha-Dammam. Completed and Hand over four Storey Commercial Building Budget – 8M Saudi Riyal
- Al Noor Residential & Commercial Building. - Al Noor-Dammam. Handling Two Luxurious Residential Four Storey buildings with a shopping mall Budget – 13M Saudi Riyal.



Technical Engineer. June 2017 – Jan 2020
Saudi Binladin Group – SACODECO – Jeddah, Saudi Arabia.

- JOB RESPONSIBILITIES
- Coordinate the project with the internal team and sub-contractor concerning schedule, Material specification, and quality.
- Preparing BOQ and Estimation.
- BOQ for Sub-contractors & Variation order.
- Site survey and finishing work inspection
- Maintaining log for RFI, MIR, NCR, SI, and RFT.
- Efficient in Technical office responsibilities.
- Ability to discuss Minutes of Meetings.
- Implementation of Safety procedures on site and develop a healthy atmosphere.
- Maintaining Material Reports.
- Checking the quality as per specification and getting approval from the consultant.



Project:

- New King Abdul Aziz International Airport (KAIA)-JED With a floor area of 810,000 M², the new terminal is considered one of the largest airport terminal buildings of its kind in the world. The project is designed to increase the airport's yearly capacity from 13 million to 80 million passengers. It has a 136 m tall ATC tower (the largest in the world). It has a High-speed rail project network. Budget – \$3.85 Billion

Project Engineer.

Jan 2016 – May 2017

LANGUAGES KNOWN

English

Written: ● ● ● ● ●

Reading: ● ● ● ● ●

Speaking: ● ● ● ● ●

Arabic

Written: ● ○ ○ ○ ○

Reading: ● ● ● ○ ○

Speaking: ● ● ● ● ○

Hindi

Written: ● ● ● ○ ○

Reading: ● ● ● ● ●

Speaking: ● ● ● ● ●

PERSONAL INFORMATION

Date of Birth:

7th Jan, 1987

Marital Status:

Married.

Number of Dependents:

4

Nationality:

Indian.

Religion:

Islam.

Driving License:

Indian.

KSA

A.S. Enterprises - Mumbai, India.

➤ JOB RESPONSIBILITIES

- Site progress monitoring and preparation of daily activity and progress reports.
- Managing project progress and adapting work as required
- Ensuring projects meet deadlines
- Involved in the verification of contractor's billing.
- Site survey and finishing work inspection
- BOQ for Sub-contractors & Variation order.
- Measurement as Per AutoCAD.
- Implementation of Safety procedures.
- Maintaining Material Reports
- Maintenance and Repairs of Buildings
- Preparing BOQ and Estimation.
- Checking the quality as per specification and getting approval from a consultant.

Quantity Surveyor/QC.

April 2009 – April 2015

Saudi Binladin Group – SACODECO - Riyadh, Saudi Arabia.

➤ JOB RESPONSIBILITIES

- Estimation, costing, and preparation of contract documents.
- Preparation of BOQ.
- Calculation of Quantities and maintaining measurement book as per site conditions.
- Preparation of Variation Order, Additional Work, Site progress Report, Daily Status, etc.
- Cost evaluation techniques and calculations to ensure that the project cost is kept Minimum without losing quality and efficiency.
- Provide technical support for vertical and horizontal construction projects.
- Preparing reports for head office.
- Coordinated with engineers, contractors, and staff and made the process clear.
- Discuss Material submittals with suppliers and prepare Submittals and Transmittals.
- Preparation of Shop Drawings to expedite the construction process.
- Quality and Design Coordination with Clients and Consultants.
- Subcontractor Management.
- Checking the quality as per specification and getting approval from a consultant.



Projects:

- King Abdullah International Foundation for Humanitarian Activities Project.
- MOI-Correctional Facilities-P/1182, Al Haier.
- HRH Princess Alia Palace-P/1325, Riyadh.
- King Saud Bin Abdul Aziz University for Health Sciences.
- MOI-Administration Building Phase II-P/999, Riyadh

Site Engineer.

March 2008 - April 2009

Raju Construction Company - Mumbai, India.

➤ JOB RESPONSIBILITIES

- Site progress monitoring and preparation of daily

activity and progress reports.

- Managing project progress and adapting work as required
- Ensuring projects meet deadlines
- Involved in the **verification of contractor's billing.**
- Site survey and finishing work inspections.
- Implementation of Safety procedures.
- Checking the quality as per specification and getting approval from a consultant.

Project:

- TDS building, Mumbai Cst (CSTM), Mumbai Railway Station.
