## Dear Sir,

**Covering Letter**

## I am Mohammad Owais having 7+ years of work experience in the construction industry. As a dynamic professional I have worked on **Civil** , **MEP** and **Infrastructure projects** of international standards with **Client** as well as **Contractor** and have in depth knowledge of project development, right from design stage till commissioning stage.

I am well versed with construction procedures & methodologies of these sectors and worked on industry recognized project management software’s as a tool to implement the construction process.

Presently I am working with **Metac Gen Con Co LLC** as a **Project Planning Engineer**, looking after multi-million dollar high rise tower development projects. My job profile includes Planning, Scheduling, Coordination and controlling the project development right from inception till completion.

Deft in swiftly ramping up projects in close coordination with project managers, project directors, contractors, architects, consultants & other external agencies and ensuring on time deliverables.

I am well versed with project management software’s like **Primavera(P3 & P6), Ms Project** and all the MS office software’s.

## I would appreciate an opportunity to discuss my qualifications for the suitable

**Planning post** in greater detail

## Further attached herewith is my latest CV which outlines my qualifications & skills.

Regards

Mohammad Owais Qureshy



**Mohammad Owais Qureshy**

**P.O.Box 2463**

**Dubai, U.A.E.**

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[**Email:-mohdowais26@yahoo.com**](mailto:-mohdowais26@yahoo.com) **Skype- mohdowais26**

**Qualifications**

* **B.E. (Mechanical) from** AL-Falah school of engineering & Management, Faridabad in **2010.**
* 12th from **Aligarh Muslim University**, Aligarh. (INDIA)
* 10th from **Aligarh Muslim University**, Aligarh. (INDIA)

# Industry Skills

Developed a project monitoring system for project information/document sharing using

### Primavera, PMP is in progress

Project Management - **Planning, Scheduling, Monitoring & Controlling**

Claim related - Conversant with **Fidic Conditions of Contract,** Time Impact & delay analysis.

Programme analysis - Earned Value Analysis **(EVA), Claim Digger, Portfolio analyst**

Good Communication & presentation skills

# Software Skills

Project Planning Software : Avid user of Primavera P3 & P6 (Ver. 3.0, 6.0, 8.3) Design Software **:** Solid Works & Auto Cad 2005 (2D)

Other Software **:** Microsoft Office (Excel, Word & PowerPoint**)**

# Work Experience ( GULF )

**Metac Gen Cont Co LLC Nov-14 – Till Date**

**Metac General Contracting** is the leading construction company based in Abu Dhabi and have 30 years of experience in the field of construction spec in Villas and high rise Building. [**www.metacuae.com**](http://www.metacuae.com/)

***Designation: Project Planning Engineer.***

**Project details ( Ongoing )**

**Working on two projects which are under development at Dubai, Abu Dhabi.**

Some of the prestigious projects are as below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Project** | **Client** | **Consultant** | **Project Cost ( AED)** | **Project Duration** | **Current Status** |
| **468 Villas & Associated**  **Infrastructure Works at Nad Al Shiba Package-3 - DUBAI** | NAKHEEL | Arif & Bintoak | 780,468,120.00 | 730 Days | 50% Complete, EOT Submitted |
| **Bin Hashid G+20 Tower – ABU DHABI** | ADCE | Architectural Consulting Group | 110,554,954.00 | 1049 Days (  Original 730  + EOT 319  Days ) | 55% Complete, EOT Approved |

**Project details ( Completed Gulf )**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Project** | **Client** | **Consultant** | **Project Cost ( AED)** | **Project Duration** | **Current Status** |
| **Jumeirah Island Lake side Terrace House and Central Park-84 Villas & Retail’s Centre**  **-DUBAI** | NAKHEEL | M.Al-Shaikh Mubarak Arch & Engg Consultants | 156,567,320.00 | 649 Days ( Original 426 + EOT 223  Days ) | BCC & TOC  Received |
| **Neighbourhood Retail Centre at Al-Furjan - DUBAI** | NAKHEEL | Arif & Bintoak | 78,590,584.00 | 619 Days ( Original 365 + EOT 254  Days ) | BCC & TOC  Received |
| **Neighbourhood Retail Centre at International City - DUBAI** | NAKHEEL | Arif & Bintoak | 60,567,320.00 | 584 Days ( Original 365 + EOT 219  Days ) | BCC ,TOC & DLP ,  Received |

**Work Profile**

Enabled with its vast experience and wide ranging competence in the construction industry, Metac has to its credit a number of high profile and prestigious projects throughout the UAE, especially in Abu Dhabi, Al Ain, Dubai and Ajman And I am an integral part of this team & working as Project Planning engineer. My core responsibilities are planning, scheduling & monitoring of multiple tower development projects.

# My key functionalities are as below

**Pre-construction Roles & responsibilities**

To develop & update the programme as per project development guidelines which includes concept, preliminary, detail design development, stage wise approvals by no. of authorities approvals along with tendering & biddings process until construction commencement in coordination with Business planning, Technical, Commercial & Project execution team

To prepare tender stage wise programmes for contractors viz. Enabling, main & specialist nominated contractors & set key parameters & guidelines viz. construction completion milestones, nomination schedule etc for CL14 programme submission

To review & analyze contractors tender & execution stage programme submissions (Viz. Cl14.1) contractually & Technically which includes the discipline wise sequence of construction works, logic, authority approvals, Nomination schedules, utilities & services approvals until final testing & commissioning & handing over.

To prepare the design & enabling stage monthly cash flows in conjunction with finance team for rolling window of 6 month

# Post Construction Roles & responsibilities

To visit the site on weekly basis for under construction projects & to lead the weekly progress review meeting with consultant, contractor & subcontractors

To prepare & update the project master Schedule on weekly basis to analyze the project bottlenecks & advice a necessary action

To review & monitor the weekly & monthly reports & periodic reports submissions, 2week look ahead & 3 month look ahead programme against the baseline programme

To review & monitor the project overall project progress especially for activities on the critical path & near critical path; Analysis techniques used are manpower histograms & S-Curve

To review & monitor the overall resource deployment, material procurement, productivity of resources & construction methodology to avoid future claims. Analysis techniques used are EVA & S-Curve on primavera P3 & P6

To develop different reporting formats to analyze & control the project work progress.

To review & reply the claims technically & contractually using FIDIC COC 1987, 1992. Analysis techniques used are Claim Digger (P6/P3), time impact analysis, window analysis, as impacted analysis.

# EOT reviewed on the Projects are as below

1. Retail Centre International City (Completed) – Project was delayed by more than 219 Days from its contractual completion date and total 4 out of 4 no. of claim events Cleared.
2. 84 Villas & Retails Centre (Completed) – The project was delayed by 223 Days. In this projects has so many events and delayed by ( Authority Approval , Clients )
3. Al-Furjan Retail Centre (Completed) - Project was delayed by more than 254 Days from its contractual completion date and total 13 out of 10 no. of claim events Cleared.
4. Bin Hashid G+ 20 Tower (Ongoing) – The project is delay 319 Days due to late Building Permit issued and then 2 Out of 1 no. of claim events has been cleared due to mutual understanding and still projects are under construction.
5. 468 Villas associated & Infrastructure (Ongoing) – After the Completion of Structure & Mock-Up Villas, so many modification works has been received from Client side, this occurred delay in whole Finishing and MEP activities.

Within 28 Day notification EOT Submitted (5 Months) is under Review.

To maintain project claim register & to counter & reply the claims submission made by the contractor.

To highlight the potential claim areas to higher management & suggest the corrective actions. No. of claims resolved using culpable delay methodology

To coordinate with internal technical department viz. architecture, MEP, structure team for design/VE coordination & progress.

To coordinate with procurement/commercial team for tracking the progress on Nominations of PS & PC items

To prepare & update project 6 month cash flow statement on every month.

### PMIS functions for Internal works

To prepare & update the weekly progress monitoring report, project cash flows periodically. Developed project progress time & cost presentation using primavera (P6) web application.

To raise the project cash calls in coordination with project finance

To develop the KPI to set intermediate progress milestones for the projects & design team.

### Project details ( Completed India )

**Raunaq International Ltd July-12 - Nov-14**

”Raunaq EPC International Limited", an Engineering Contracting Organization managed by a dedicated team of professionals at various levels in different disciplines, is engaged primarily in the service of core infrastructural and industrial sectors in India, namely Power, Chemical, Hydro-carbon, Metal and Automobile sectors.

### [www.raunaqinternational.com](http://www.raunaqinternational.com/)

***Designation: Project cum Planning Engineer. Client – Reliance Infrastructure Ltd.***

***Project name****: Raw water Intake & FOH System at 6×660 MW ultra Mega Power Project.*

# Work Profile

Preparation of project feasibility report, tender stage programmes in coordination with business development & technical team

To develop project organization plan for execution of work & standards for executing them.

Monitoring & updating the projects work progress. Coordination with technical, commercial & construction division Fixing & updating resource productivity norms.

Tracking financial health of the project & preparing project cash flow statements Liaise with different department for progress related issues.

**First Alarm fire Technology Ltd. July-10 –June-12**

**First Alarm Fire Technology Ltd is a fully fire protected system provide company based in New Delhi.** In this Company covers the Engineering, Procurement, Quality Control, Construction, Fabrication and commissioning of Fire System and Pipes.

***Designation: Site Engineer***

***Client – Public Work’s Department (PWD)***

***Project name: 200 Beded Hospital at Kokiwala at Ashok Vihar-New Delhi***

**Work Profile**

Reporting the progress internally and to the client on weekly and monthly basis Prepared the material , manpower & Schedule of the project

Updating and analyzing the schedule with the latest inputs every two weeks Monitoring subcontractors’ progress and incorporating subcontractors’ plan with the master schedule.

Execution of Fire Fighting systems & Piping on site.

Coordination with other contractors and building contractors for smooth operation on site.

Attending site meetings concerning the progress of work Material management on/off site.

Intimating the procurement department on the procurement schedule. Preparation of weekly progress report.

Performed installation and tested Fire Fighting system

checked contractor bills & inspected all material associated Fire Fighting with system.

# Personal Details

Date of birth : 25-May-1987

Nationality : INDIAN

Passport No. : J-9922826 (Valid UAE Driving License) Marital Status : Married

Permanent Address : A-4,Sami Apartment Dodhpur , Aligarh-UP ( INDIA) Present Address : U-05, Italy Cluster-International City –( DUBAI)

Visa Status : Residence Visa (Company Sponsorship)

***Mohammad Owais Qureshy***