



KIRUBHAKARAN RAJARATHINAM

A multi-faceted, mid-level professional established with proven skills in project management, execution & handover. Currently targeting for a challenging and rewarding opportunity as **Project Engineer –Interior Fit-outs** with an organization of high repute



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Personal Details

Date of Birth: 20th February 1993

Languages Known: English, Hindi, and Tamil

Address: Bahrain

Key Impact Areas

Project Management & Planning

Client/ Stakeholder Management

Site Execution & Management

Technical Assistance & Coordination

Interior Fit – Out Management

Interior Design & Architecture

Quality Assurance & Management

Profile Summary

Accomplished & detail-oriented professional with over 8 years of experience in execution & managing fit-out projects within the established scope, schedule and budget while meeting or surpassing standards of quality

- **Successfully executed fit-out works of prestigious projects within Bahrain & Sultanate of Oman**
- Dexterity in planning & managing various projects scopes & sub-scopes; **Design Management, 2-D& 3-D Concept Design, Construction & Site Management, Contracts, Quantity Surveying, BOQ - QS QA/QC procedure**
- Proven track record as **Project Engineer – Fit Out/Design**, and have taken full responsibility for technical requirements, materials selection and valuation, planning and implementation of design drawings & details, documentation and authority approvals follow-up
- **Front-led & delivered fast track projects** from both client as well as project management consulting side, skilled in heading fit-out projects involving project management, contract administration & resource planning
- Expertise in **drafting, detailing & creating comprehensive** architectural designs/built environment, plans, layouts, working drawings, construction details to **ensure execution of projects within time & budgeted parameters**
- **Extensive project management**; delivering projects in compliance with schedules & budget by maintaining strong relations between **client, contractor & staff**
- Effectively presided over **attending project review meetings**, management committee and coordination meetings, worked for **client management and relationship development** during & after the project, monitored & reported both **internally & externally** on financial and project progress
- Expertise in providing advice on resolution of **critical site issues**; skilled to delegate and manage multiple operations effectively
- Highly skilled in collaborating with **Clients** for obtaining necessary clearances / approvals & for successful execution of projects

Career Timeline



Academic Details

- **B.E (Civil)** from Thiagarajar College of Engineering, Madurai-15, Anna University, Tirunelveli in 2014 with 7.81 CGPA
- **12th** from Bishop Heber Higher Secondary School, Trichy-2, Tamilnadu State Board in 2010 with 88.25 %
- **10th** from Bishop Heber Higher Secondary School, Trichy-2, Tamilnadu State Board in 2008 with 87.20 %

Work Experience

July'20 – Present

Almoayyed Interiors, Bahrain as Project Engineer – Interior Fit-out

Mar'20 – June'20

Havelock one Interiors, Bahrain as Project Engineer – Interior Fit-out

Jul'15 – Feb'20

Creative Eden Trading L.L.C, Muscat, Oman as Project Engineer – Interior Fit-out

May'14 - Jun'15

Sonne Infrastructure Pvt. Ltd, Chennai, India as Site Engineer

Key Result Areas:

- Developing project baselines, monitoring & controlling Interior Fit-out Projects based on approved shop drawings with respect to cost, resource deployment, time overruns and quality compliance to ensure satisfactory execution of projects
- Monitoring and supervising the Fit-Out works based on approved shop drawings, method statement, quality control plan, and related project specifications, as per project Base Line
- Coordinating and collaborating with Project Management and Design Team for reviewing the project goals and objectives & Building Department and for obtaining timely approvals
- Leading team meetings to resolve technical and project issues, coordinating with team members as per project & budget schedules
- Developing & controlling project objectives & outcomes; monitoring timelines and flagged potential issues to be addressed within time/cost parameters, by prime focal point with relevant project consultant/main contractor & sub cons & assure all fit out activities are running as per project base line.
- Communicating & negotiating with all other vendors and contractors and incorporated inputs for design, along with verifying the technical aspect of quotes received from vendors
- Planning and organizing resources in advance for the assigned site by daily preparation of labour schedule, checking of invoices from sub-contractors based on the work done at site & observe the skills, attitude, attendance of the workforce and rate them monthly to improve their performance at site
- Directing wide variety of activities inclusive of:
 - Reviewing architectural drawings, site measurements, material specifications, contracts, QA/QC reports
 - Estimating the material requirements & costs
 - Obtaining approval from clients through design/mock-ups
- Administering offsite manufacturing and onsite construction coordination, in accordance with construction program and resolution of design queries from site as they arise.
- Reviewing architectural drawings, material specifications, pre-qualification documents, contracts and QA/QC reports
- Monitoring & executing the construction project and observing work progress and offering constructive feedback on the performance of team members
- Ensuring all Interior Fit-out Project works are executed safely
- Formulating business plans/ budgets/ estimates for new interior projects
- Attending the maintenance requirements during the defect liability period

IT Skills

- **Drafting Software:** AutoCAD
- **Design Software:** 3DS-max
- **Management Software:** MS – Project

SoftSkills

