



Nguyen Manh Dat

QS TEAM LEADER, QA/QC TEAM LEADER, BID OFFICER

01/05/1994

033 274 5275

Yên My, Yên Mo, Ninh Bình

Male

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EDUCATION

THUY LOI UNIVERSITY

09/2012 - 03/2017

ROAD AND AIRPORT CONSTRUCTION ENGINEERING

Graduated with a Good (Above Average) classification

EXPERIENCE

AN PHUC HUNG JSC

01/2018 - 02/2021

QUANTITY SURVEYOR, QA/ QC STAFF

- Inspect completed quantities and prepare payment documentation for subcontractors, suppliers, and labor teams.
- Prepare settlement documents for the client.

PHUC HUNG HOLDINGS CONSTRUCTION

JSC

02/2022 - 07/2022

QA/QC TEAM LEADER

- Prepare legal documentation, quality documentation, and material documentation for payment submissions to the client.
- Monitor, inspect, and prepare quality progress reports for project components.
- Plan procurement of materials and monitor material wastage.

DELTA E&C ENGINEERING AND CONSTRUCTION JSC

08/2022 - 10/2023

BID OFFICER

- Review and prepare the plan for issuing tender documents.
- Quantify work and prepare the BOQ (Bill of Quantities) for bidding on infrastructure, industrial, and residential projects.
- Monitor project progress and construction output. Manage documents for the Economics and Planning Department.

AZ INVESTMENT JSC

11/2023 - 5/2025

BID AND PROJECT MANAGEMENT OFFICER

- Inspect and quantify work and prepare bidding estimates. Draft contracts and oversee bid management.
- Plan and manage the construction process.
- Directly review settlement documents as directed by management.
- Prepare budgets and monitor and consolidate project costs, and report on project performance.

SKILLS

Microsoft Office

Autocad

G8

WORK SKILLS

- Ability to self-learn, research, and explore new issues.
- Ability to work independently as well as part of a team.
- Experienced in infrastructure, civil construction and industrial construction.