

Hamza Abbas

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PERSONAL PROFILE

As a BSc Quantity Surveying Graduate, I am a self-driven and motivated individual with excellent team working and communication skills. Having gained valuable on-site experience across various construction sites in work experience roles, it has given me the ability to categorize and prioritise workload and working towards set deadlines. Through personal experiences and throughout university I have established exceptional verbal and written communication skills. A determination to complete tasks to the best of my ability, allows me to work confidently within a team and individually. My self-motivation and very career driven attitude encourage my leadership like behavioural skills. I am keen to progress and showcase my skills within the industry and I am currently seeking a Graduate and/or Trainee Quantity Surveying role.

KEY SKILLS

- Experience with database and spread sheet software programmes.
- Understanding of the importance of strategic management in a business and how this links to success.
- Exceptional organisation and time management skills when working towards deadlines and working on multiple projects at a time.
- Ability to act on initiative using exceptional analytical skills, demonstrated when analysing quantitative data and results.
- Strong team working skills and leadership qualities. Able to lead and organise a group when working on a project whilst encouraging input from others.
- Strong numerical and statistical problem-solving skills developed when working on Portfolio Management module, using excel formula to calculate and forecast.
- Experienced in using computerised measurement and take off software such as CADMeasure.

EDUCATION AND TRAINING

September 2017– July 2019

Liverpool John Moores University

BSc (Hons) Quantity Surveying - 2nd Class Honours

Over the years at LJMU, I have been involved in various projects working collaboratively with students from different professions from the built environment disciplines on BIM projects. Throughout these projects, I was able to apply negotiating skills, as well as, built environment principles and techniques for complex construction projects by utilizing appropriate architectural, engineering and construction software to facilitate the decision-making process. I had to provide schedules and costs for the reconfiguration works of a hotel by using BIM software's and price books for the costing. I was also producing contractual procurement strategies including the procurement route, contract and tendering methods for the proposed development of the projects. I produced comprehensive elemental cost plans, sent enquiries, compiled comparisons, and gathered

evidence about health and safety procedures. Determining the scope of works by reviewing contract documents such as drawings was also part of the work that I completed during my time at LJMU.

September 2016– July 2017 **Liverpool John Moores University**
Higher National Certificate HNC In Construction, Construction Management & Property – 2:1
September 2014 – July 2016 **Burnley College**
A Level – Computing, Sociology, Psychology, Citizenship
September 2013 – July 2014 **Bacup & Rawtenstall Grammar School**
AS level – Sociology, Maths
September 2008 – July 2013 **Sir John Thursby Community College**
11 GCSE's A*-C (Including Mathematics and English).

PROFESSIONAL QUALIFICATIONS

- Manual Handling Course Complete.
- AutoCad programme qualification.
- Microsoft Excel 2016 Expert Qualification.
- Confident in using all Microsoft programmes.
- Full UK Driving License
- SIA Front Line Door Supervision License Holder
- Sports Leadership Award
- Strong awareness of technological developments and new ways to utilise the web confidently, which can be used to find and collect relevant data.

EMPLOYMENT HISTORY

Assistant Quantity Surveyor/Property Management ACM Ltd, Preston

April 2018 – September 2018

My work at ACM Ltd consisted of general office administration and commercial duties, including advising on procurement strategies and arranging payments. Ensured that all measurements that were taken were as accurate as possible, completed many take offs successfully. Prepared tender and contract documents, including bills of quantities with the Senior Quantity Surveyor with the use of JCT Contracts for contractual claims. Dealing with tenancy agreements and ensuring all properties remain in the highest standards of service to the tenants.

FGH Security

Security Officer
Event Control/Crowd Management
Alarms systems

October 2018 – June 2019

REFERENCES

Available on request