**Amar Nain**

37 Fieldhead Road

Sheffield, S8 0ZX

07980244070

[Ta2-09@hotmail.com](mailto:Ta2-09@hotmail.com)

**PERSONAL Profile**

I am a very reliable character who is always punctual and also has excellent record of attendance. I remain a responsible person who is hard working and reliable with flexible approach to work. I have excellent interpersonal skills and can communicate with people from different backgrounds. I am also bilingual speaking the language of Urdu and English fluently. I am eager to learn new things, enjoy problem solving and love being challenged as it usually brings the best out of me. I work effectively as part of a team and can use my own initiative in difficult situations. I am always organised and try to get quality work finished within the deadlines that are allocated to me. I enjoy trying new things and being competitive in everything I do, I easily fit into groups and try being up most effective.

**Qualifications & Education**

**King Ecgbert School, Furniss Avenue, Dore, Sheffield S17, 2003-2009**

**GCSEs Grades**

* 5x A-C’s (Including English & Maths)

**Norton College, Dyche Lane Road, Sheffield, S8 8BR, 2010-2013**

* Business Level 2 - Merits
* City & Guilds Diploma in Sport and Leisure Level 2 – Merits (All B’s)
* BTEC Sports Extended Diploma in Sport, Level 3- (2 A’s, 1 B)

**Sheffield Hallam University, City Campus, Howard St, Sheffield S1 1WB, 2013-2017**

* Quantity Surveying BSc (Hons) Sandwich Degree – 2:1 Degree Classification

**PROFESSIONAL SUMMARY**

I am an Assistant Quantity Surveyor with a 2:1 degree in Quantity Surveying. I hold a full clean, UK driving licence. I’ve been working in the Construction industry from May 2015 mainly specialising in housing maintenance, refurbishment and repair works. I’ve gained a lot of experience and knowledge over the past few years working alongside a highly skilled commercial team, taking in all treasured information which would help me to become a successful Quantity Surveyor and aid me to become RICS accredited.

**WORK EXPERIENCE**

I am currently working as an Assistant QS for **Wates (Living Space)** from **April 2018**;Wates is the largest family run construction company in Europe. They have won many Sheffield City Council maintenance contracts, working on an electrical upgrade programme, External Wall Insulation Scheme a windows & door programme and bathroom Aids & Adaptations. These contracts are worth up to 20 Million.

I have been working on all 4 of the above contracts, the key Roles/Responsibilities include:

* Monthly Valuations - Undertaking on-going cost analysis
* Cost reporting/Budgets - Onsite Measurements
* Monthly Prelim Reports - Creating Material/Subby Orders
* Sub-contractor Payments - Internal Costings
* Variations - Completing property surveys
* Monthly Accruals - Assisting in Claims
* Valuing Subcontractor applications and issuing payment notices

Here at Wates I have been working alongside and reporting to the Commercial Manager and Senior QS on a daily basis, gaining valuable experience and understanding on large scale projects worth millions.

I started working for **Burngreave Building Company Ltd** from **May 2015 – April 2018** as a Graduate Quantity Surveyor and progressed onto an Assistant Quantity Surveyor over the 3 years gaining valuable experience and knowledge. My key role/responsibilities entailed:

* Management of Void/Asset Properties
* Collaborating data with the site team/Engineers
* Assisting Senior QS and providing valuations
* Managing and undertaking cost analysis
* Creating & Managing Quotations/Estimates for numerous clients
* Preparing bills of quantities
* Dealing with numerous Client Contracts
* Valuing Variations
* Involvement in Site meetings/visits
* Communicating & Allocating work to a wide range of sub-contractors
* Invoicing commercial /Residential works and collecting payments.

My experience within the construction industry had vastly improved with more and more knowledge and understanding being developed over the past couple of years. Burngreave Building company works over the whole of Yorkshire, mostly housing maintenance and refurbishment works however they also carry out various extensions and larger works upon the client’s request. They have contracts with many established companies and organisations such as South Yorkshire Housing Association (SYHA), Sheffield City Council, the NHS, Aviva Insurance, Arches Housing and Great Places Housing etc. I have over the years been involved in and on a daily basis distributed my experience and knowledge in order for the company to expand and grow.

**REFERENCES** – Available on request