

No: 6 /12,
Riverside Road,
Badulla,
Sri Lanka.
17/05/2016

Dear Sir/Madam,

APPLYING FOR THE POSITION OF QUANTITY SURVEYOR

I'm a Quantity Surveyor with over 4 years of experience in construction field in various aspects. Mainly I'm functioning in **Preparation of BOQ's, Interim Payment Application, Rate Analysis, Sub contractors' bills, Variations, progress monitoring, work studies, record keeping and reconciliations**, etc.

Until recently, I monitored some small housing projects beyond to the role of Quantity Surveyor. In that time, I had a lot of experience in handling a project with the support of seniors.

Every supervisor knows me as a highly motivated QS who can always be trusted to come up with a new approach for any matter. I can (and often do) work well alone, but I'm at my best collaborating with others.

I have **Advanced Diploma in Construction (Quantity Surveying)** from **The City and Guilds of London Institute** and **Bachelor of Science in Physical Sciences** University of Peradeniya, Sri Lanka.

Thank you!

Yours Sincerely,

Sadith Aththanayake.

Aththanayake A.M.S.C

Quantity Surveyor - International Construction Consortium

Sri Lanka



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Mobile : +94 71 9009 589 / +94 777 527 572

Skype ID : sadith.c

Address : NO 6/12, Riverside road, Badulla, Sri Lanka.

WORK EXPERIENCE

Quantity Surveyor

International Construction Consortium - March 2014 to date

I have experience in building constructions.

Client – Ministry of Higher Education
Consultant – Design Group Five International (PVT) LTD
Employer – International Construction Consortium
Contract Sum - 10.2 Billion Rupees

Responsibilities:

- Preparation of BOQ
- Rates, rate analysis, rate breakdown
- Preparation of variations
- Handling interim payment application
- Estimating for required materials and quantities.
- Taking off measurements by visiting site and drawings
- Sub-contractors' bill preparation
- Abortive works
- Taking quantity for sub-contractors and sending inquiry.
- Follow up quotation from sub-contractors.
- Maintaining day work records, approvals and variation orders.

Assistant Quantity Surveyor

Eastern Engineering (PVT) Ltd – Kandy – Jan 2012 to March 2014

Responsibilities:

- Assisting to Interim Payment Applications.
- Assisting to preparation of Variation.
- Assisting to preparation of bill of quantities
- Sub-contractors bill preparation

PROFESSIONAL QUALIFICATIONS

Awarded Diploma in Quantity Surveying from City & Guilds.

2011

Awarded Advanced Diploma in Quantity Surveying from City & Guilds.

2013

Main Content of,

- Tendering and Estimating
- Materials and Technology
- Construction Management
- Surveying
- Architectural Design
- Construction Techniques
- Environmental science and Technology
- Construction measurement
- Applied scientific techniques
- Drawing and surveying techniques

Certificate in Pricing of BOQ and Rate Analysis (Training Programme)

2016

EDUCATIONAL QUALIFICATIONS

- Bachelor of Science in Physical Sciences (Physics, Mathematics, Statistics) University of Peradeniya 2013
- Certificate in MS Office Package
- Certificate in Human Resource Management
- Awarded Diploma in Computerized Accounting from Esoft Metro Campus

ADDITIONAL INFORMATION

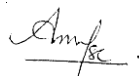
- Certificate for Soft Skills Workshops
- Certificate in Web Designing and Development Techniques
- Certificate in Graphic Design
- I have a good general knowledge about World Wide Web.

NON RELATED REFEREES

W.M.G Wijesinghe
Senior Project Manager,
International Construction Consortium (pvt) Ltd,
70, S. De. S. Jayasinghe Mawatha,
Kohuwala, Nugegoda,
Sri Lanka.
Tel: (+94) 777-749 789

H.A.S.J Kumara
Senior Quantity Surveyor,
International Construction Consortium (pvt) Ltd,
70, S. De. S. Jayasinghe Mawatha,
Kohuwala, Nugegoda,
Sri Lanka.
Tel: (+94) 776-289 749

I do hereby acknowledge that the aforementioned particulars are true and correct to the best of my knowledge.



A.M.S.C Aththanayake

17/05/2016