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| <b>Name:</b>   | <b>J.MUHAMMED<br/>SALMAN</b>             |  |
| <b>Seeking Position of:</b>  | <b>PROJECT MANAGER</b>                   |   |
| <b>Country of Current employment:</b>  | <b>SAUDI ARABIA</b>                      |   |
| <b>Mobile:</b> +966 500157255<br><b>Phone :</b> +966 535527343   | Best Time to Call: Anytime               |   |
| <b>Email :</b><br><a href="mailto:Muhammed.salman31@yahoo.com">Muhammed.salman31@yahoo.com</a><br><a href="mailto:ethi_janaki@yahoo.com">ethi_janaki@yahoo.com</a><br><b>Skype id -</b><br>muhammed.salman311  | Best time for Online contact:<br>Anytime |   |
| <b>Experience: 12 Years and 6 months</b>   |  |   |
| <p><b>Project Manager</b><br/>Rawabi Specialized Contracting<br/><b>April 2015 - Till now</b></p> <p><b>Projects Involved :</b></p> <ul style="list-style-type: none"> <li>• Construction of Two storey Water production building inside Marafiq, Yanbu</li> <li>• Construction of Motor Oil Manufacturing and Storage plant at AL Khurayef, Yanbu</li> </ul> <p><b>Job Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Managing all Civil construction activities from Planning to construction</li> <li>• Reviewing the project in depth to schedule deliverables and estimate costs</li> <li>• Ensuring all works are done in site as per the drawings, specifications and within the time limit and budget</li> <li>• Ensuring all quality and safety requirements are met in site and implementing quality and cost control measures in site</li> <li>• Preparation of internal and external reports pertaining to job status</li> <li>• Co-ordinating with clients, Consultants and Sub contractors and ensuring smooth running of the project</li> <li>• Monitor and manage job costs as well as maintaining job schedules</li> <li>• Arranging and conducting meetings with clients, Consultants and Sub contractors</li> </ul> <p><b>Project Engineer</b><br/>Abu Hatim Co LLC<br/><b>April 2013 - December 2014</b></p> <p><b>Projects Involved :</b></p> <ul style="list-style-type: none"> <li>• Construction of Bachelor Accommodation for RGF at Bait Bahjat Al Andaar</li> </ul> <p><b>Job Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Responsible for execution of all civil works in site and ensuring they are done as per the Drawings and specifications provided by the Architect and Consultants.</li> <li>• Allocation of labour and Planning day to day works as per the Master program and</li> </ul> |  |   |

weekly and monthly targets discussed and agreed in progress meetings

- Preparation of Daily progress reports, Material inspection reports, Requests for inspection, Weekly programs and maintaining all related documents and correspondence in site
- Co-ordinating with consultants and clients regarding issues in drawings and raising technical queries and getting solutions through constant follow up
- Maintaining safety and quality in site via constant supervision and following the method statements and specifications of respective works
- Raising requests for Manpower, Material and Machinery well in advance as per the requirement of site for getting them in time and avoiding any delay
- Preparation of Material approval schedule and shop drawing schedule for the project and getting approval from the Client/Consultant
- Co-ordinating with MEP and Other sub contractors and assisting them in completing their scope of work in time
- Achieving maximum productivity and prevention of Wastage of Material and Manpower in site

### **Assistant Manager - Projects**

Oragadam city developers pvt ltd

**February 2011 - March 2013**

#### **Projects Involved :**

- Construction of Residential Township named Inno Geocity - 456 Units(Sector 1)

#### **Job Responsibilities:**

- Responsible for all kinds of Civil works carried out in site and checking and ensuring whether they are done as per the drawings and specifications provided by the architect and consultants
- Coordinating with consultants and contractors regarding issues in drawings and specifications and practical issues faced in site and getting proper solutions
- Tracking of progress on daily basis with respect to the Master plan schedule and highlighting areas of delay and taking measures for speeding up the work
- Maintaining high standards of Quality and safety in site
- Preventing wastage of Materials and Manpower in site and ensuring productivity in all types of works
- Calculating quantity of materials for all types of works as per the drawings provided before starting the work
- Checking and approving bills of contractors and external agencies with respect to the quantity of work completed in site
- Planning for day to day activities and for procurement of all materials required in advance without affecting the progress of work
- Coordinating with MEP engineer to make sure all the required activities has been done as per Approved drawings before commencing all types of works.

### **Project Engineer**

Doshi Housing pvt ltd

**2007 to January 2011**

**August**

#### **Projects Involved :**

- Multi Storey Residential Buildings
- Commercial buildings (G+11 floors)

**Job Responsibilities:**

- Allocation of Labour for daily works as per the requirement and schedule and preparation of checklists for all type of works
- Getting clearance from consultants for all works and ensuring the completion of work as per the method statements and specifications
- Preparation of bills for all types of works as per the work completed in site every week for all contractors and external agencies
- Tracking of work progress and reporting it to Project manager and organizing weekly meetings with Contractors for reviewing progress and eliminate issues relating to delay
- Responsible and In charge for Post tensioning work in a Commercial building which consists of G+11 floors with post tensioned slabs and beams
- Day to day updating of the works completed in site and maintaining quality related documents
- Overall Site Management and preparation of Daily Progress Report

**Engineer**

Larsen & Toubro

**December 2006 to August 2007**

**Projects Involved :**

- Construction of a IT park(G+7 floors)

**Job Responsibilities:**

- Total responsible for Post tensioning work of the building(G+8floors)
- Preparation of Bar bending schedules and post tensioning work material requirement as per the drawings and specifications
- Tracking the progress with respect to the schedules and targets planned
- Reporting to Project manager regarding progress, quality and safety issues and complications in some areas
- Coordinating with the consultants and contractors for various issues in site
- Played a vital role in completion of structure of an G+8 building of 42000 sqft each floor

**Site Engineer**

ATS Constructions

**2004 to November 2006**

**May**

**Projects Involved :**

- Construction of 150 Residential units

**Job Responsibilities:**

- Allocation of labour for day to day works as per the schedule and weekly planned targets.
- Guiding, Checking and Executing all types of Masonry, Structural works and concreting works with Approved drawings and specifications
- Preparation of Measurement books for works completed on daily basis and accumulating them for weekly billing works
- Supervision and execution of 75 residential units.

## Educational Qualifications

**B.E-Civil, University of Madras, Chennai**

Passed in 2004 in First class - 64%

**DCE-Civil, Central Polytechnic, Chennai**

Passed in 2001 in First class - 71%

**S S L C-Jaigopal Garodia National Higher Secondary School, Chennai**

Passed in 1998 - 85%

### Misc. Certificate Courses

AutoCAD & GT Strudl, Cadd centre, Chennai

Completed in 2003.

## Personal Details

### Mobility:

Passport No: K3857094

Passport Issued In: India

Passport Issued Date: 13.06.2012

Passport Expiry Date:

12.06.2022

Driving License - Available for Saudi Arabia

**Date of Birth:** 07-10-1982

### Language Skills:

English:

Read:

Write:

Speak:

Hindi:

Read:

Write:

Speak:

Other Languages: Tamil

- Read, Write& Speak well

Telugu & Arabic - Speak & Understand (Beginner)

### Personal:

Gender: Male

Age: 34

Height: 5' 6"

Marital Status: Married

No of Dependants: 3

Weight: 75 Kg

**Mailing Address:** Building no.139,Kaleej radwa street  
Yanbu, Western region, P.O box 30245  
Kingdom of Saudi Arabia

**Joining time:** 1 month

The above furnished information is true to my knowledge and if presented with an opportunity in your esteemed organization I would be happy to work with pride and be devoted to my job.

**Date :**

**Thanks and Regards,**

**Place : Yanbu, Saudi Arabia**

**Muhammed Salman**