

SHABIH MUSTAFA WARSI

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Senior Level Assignments in Project Coordination & Management / Techno Commercial Operations / Quality Assurance with an organisation of repute.

Abstract

- ? A dynamic professional with **over 18 years** of rich & extensive experience in Project Management, Construction Management for aluminum facades across diverse regions such as India, Singapore, UAE).
 - ? Main experience in design coordination, planning and execution
 - ? Demonstrated excellence in handling key clients such as **Singapore Changi airport, Singapore Ministry of Education, Dubai Etisalat Telecom building and Dubai Mall.**
 - ? Got recognized as "out of box" thinker in all teams to provide significant cost savings for projects **(e.g. US200, 000\$)**
 - ? Deft in swiftly ramping up projects in close co-ordination with contractors, consultants, architects and other external agencies, ensuring on time deliverables.
 - ? Demonstrated excellence in executing projects using value and proposal engineering.
 - ? Excellent relationship management, analytical and negotiation skills.
 - ? Ability to identify the work process deficiencies and implement interdepartmental changes
 - ? Capable of taking extreme work pressure in meeting time schedule
 - ? Independent design coordination for mega projects **(100M US\$range)**
 - ? Independent handling for small projects from concept to hand over **(25M US\$ range)**
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Core Competencies

Project Management

- ☞ Appointing Consultants and preparing overall project schedule through deliberation and extensive co-ordination with in-house inter disciplinary teams/Consultants.
- ☞ Supervising project activities and handling the complete project management cycle entailing requirement gathering and final execution of projects.
- ☞ Controlling the project cost with in the budget and monitoring of Cash Flow – Cost Control. Sending project progress report to customers.
- ☞ Preparing work schedule for all projects & directing the executing team to a defined path with the only goal to finish the project in time.
- ☞ Shooting the all over problems and giving strength to the execution team to come out from the bottlenecks.

Operations Management

- ☞ Procuring sub-contracts and settling sub-contractors accounts & assisting Contract Manager.
 - ☞ Scrutinizing of contract/ tender documents for review tech. specifications, estimates, and review of tenders and evaluating day-to-day activities.
 - ☞ Contributing in reviewing tender documents, specifications and bill of quantity for bidding purpose.
 - ☞ Executing "Cost Control Measures" through value engineering from the inception till the end of the project.
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Employment Recital

Since 15th August 2013 with Al-Ghurair construction India Pvt Ltd-Mumbai as an Engineering Manager

- ☞ In charge of the design process from the concept to the final approval
- ☞ Coordinate to conclude with the Main contractor/client/consultant to expedite the design development process
- ☞ To develop the mechanism for the system of recording and reporting
- ☞ To monitor the progress and provide logical push to achieve the required target

- ☞ Identify the time and cost variation and provide the comprehensive information and coordinate with the Project QC
- ☞ To attend the Progress meeting with the client
- ☞ To identify the bottle necks through the process of project execution and suggest solutions and cross verify if that is implemented.
- ☞ To coordinate with the testing agencies for the testing requirement for the façade systems
- ☞ To hold the internal meeting to provide the solution and identify the area of the concern
- ☞ To trouble shoot the site issue
- ☞ To set up a temporary fabrication facility in India.
- ☞ To Review and approve the sample for the Project
- ☞ To review the Drawings and held the workshop internally to advise the concern for the next step
- ☞ To Update and review the Design Progress

Since September,12 with Alumayer india Pvt ltd – Mumbai as a General manager projects

- ☞ Remove and troubleshoot the bottlenecks to pave the way for the smooth running of the project
- ☞ To guide the project manger the defined path according to pre determined goals for the project completion
- ☞ To monitor the design and the identify the long lead item, and activate the procurement
- ☞ To monitor and control the project cost with the weekly update from the project QS.
- ☞ To monitor and control the project progress and update the same to the client
- ☞ To attend project review meeting with client
- ☞ To establish and monitor the project bench mark in design, procurement and fabrication
- ☞ To motivate the project team and provide them with sence of ownership
- ☞ To create the cohesion between the design, procurement and design
- ☞ Control the quality of the project
- ☞ To establish the environment of the self worth of individual and maintain the safe working environment
- ☞ Motivate the employee and provide them the freedom to think and evaluate
- ☞ To encourage people to coordinate and resolve the issue prior it arises
- ☞ To conduct the weekly project review meeting and establish the goals for the week

August'10-Sept 12 with Permasteelisa India Pvt Ltd- Mumbai India as Technical manager

- ☞ Exhaustive involvement in the Procurement, installation and design coordination of curtain wall, single wire cable wall, skylight and the Building Maintenance system of the Mumbai international airport. **Project worth 40 million USD**
- ☞ Coordinate with the Purchase Department for the procurement of the component
- ☞ To coordinate and organize the testing of the cable wall component
- ☞ To review the design prior submission
- ☞ To attend all the technical meeting with the consultant
- ☞ To develop the design from the concept to the approval
- ☞ To coordinate with the QS for the change scope and Raising the Variation order
- ☞ To coordinate with the Project manager for the Benchmark Execution
- ☞ To coordinate with the other sub contractor for the development of the design
- ☞ To attend all the site walk with the Main contractor
- ☞ To visit site installation for the installation trouble shoot
- ☞ To carry out surveillance inspection with the Project Quality
- ☞ To monitor and control the design and the schedule for the design work progress
- ☞ Coordinate with the tender team for the tendering of the new jobs
- ☞ Provide all the project design progress update to GM
- ☞ Provide all the coordination support to Main contractor for the issuance of the BMU tender
- ☞ To hold the regular design progress meeting with the Project Manger

Since Aug'09 to July'10 with Alumco UAE LLC Co-Dubai UAE as Project Manager

- ☞ To monitor and control the cost and the schedule for the execution of the project.
- ☞ To coordinate with Main contractor, Consulting engineers and architect, for the approvals of the design , samples.
- ☞ Attend all the technical and progress meeting
- ☞ To coordinate with the suppliers, and in house design office ,technical and the purchase to achieve on time procurement, Delivery and the fabrication
- ☞ To visit site operation and provide the technical solution for the installation sequences and to monitor the progress.

Oct'05 to Aug'09 with Aluminum & Light Industries Co Ltd – Sharjah, UAE as Project Manager

- ☞ Working with SCHUCO curtain walling systems, handling conceptual development to final approval of bespoke curtainwall design & completing the design work within the project technical, time and cost parameters.
- ☞ Scrutinizing the consultant comments to establish the changes in the scope of works and raising the request for the issuing of the variation instruction if it is required.
- ☞ Integrating the Alico drawings with other subcontractor drawings to establish the interface detail.
- ☞ Attending all the design and workshop meeting meetings with the consultant and the main contractor.
- ☞ Making method statements for installation, working in close coordination with third party performance tests in line with the design parameters.
- ☞ Formulating project schedules in line with main contractors programs & executing works by continual monitoring of works in line with project programme.
- ☞ Extensive experience in the interfacing detail with curtain walling systems with different building components
- ☞ Responsible for the conceptual development to the final approval of curtain wall design
- ☞ Responsible for the completion of the design work within the project technical, time and cost parameters
- ☞ Requesting the information from consultant if the provided information is insufficient in architectural drawings.
- ☞ Design coordination of aluminium works
- ☞ Co-ordination with main contractor in establishing installation sequences
- ☞ Preparation of project schedules in line with main contractors programmes
- ☞ Execution of works by continual monitoring of works in line with project programme
- ☞ Releasing production orders & materials allocated in accordance to shop drawings & site installation sequence.
- ☞ Follow up with the main contractor quantity surveyor the monthly progress claims
- ☞ Responsible for quality audit in design and drawings process control

Attainments:

- ☞ Efficiently handled a project namely Etisalat telecommunication building at Al Kifaf and **Dubai Mall**.
- ☞ Designed the documents & information flow mechanism to establish the on time & regular flow of information.

Project Handled

Etisalat telecommunication building
Dubai mall

Feb'03 – Sep'05 with Diethelm Keller Engineering Private Limited – Singapore as Site Manager

Client: Seagate, Ministry of education

Project: Seagate office and factory building

Singapore Management University, ministry of education

- ☞ Handling the project execution for Curtain wall, claddings and Building Façade systems.
- ☞ Coordinating between site and factory & with the main contractor architect and sub co contractor.
- ☞ Assisting the design dept in the preparation of interfacing & supervising and training personal in effective installation of curtainwall works.

Attainments:

- ☞ Played a major role in handling the following projects:
 - Seagate branch office and factory, Singapore
 - Singapore Management University, Singapore

Oct'00 – Feb'03 with Lam Hong Leong International Pte. Ltd. – Singapore as Assistant Project Manager

- ☞ Executing projects execution for Curtainwall, claddings and Building Façade systems, coordinating between site and factory.
- ☞ Assisting the design dept for the preparation of the interfacing detail & overseeing personnel on effective installation of curtainwall works.

Attainments:

☞ Handled the following projects:

- Changi International Airport, Singapore - Metro station
- Changi Airport passenger loading bridges and gangway
- Single user multistory Warehouse for Mohammad Mustafa and Shamsuddin Pte Ltd.

Jul'00 – Sept '00 with Permisa-ECIE, Bangalore as Site Manager

Client: whokardth India ltd, BPL Ltd, general electric (GE)

Project: Office Building for Whokardth India Ltd, Corporate Office for the General Electric

- ☞ Making site installation Method Statements, scheduling Works based on installation sequences & formulating Site Logistics and Resource Plan required for installation.
- ☞ Supervising key installation in accordance to approved shop drawings & assisting Project Managers to prepare Progress Reports.

Attainments:

☞ Successfully handled the following projects:

- Corporate office for ICICI Bank, Bombay – Strip and punch windows, curtain walls and cladding
- Corporate office for Wokhardt India Ltd, Bombay – Curtain walls, windows, shop fronts & louvers

Previous Assignments

- ☞ Mar'98 – Jun'00 with ELESAR FOCCHI. India as Manager projects
- ☞ Feb'97 – Jun'98 with Liang Huat Aluminum Pte Ltd., Singapore as Project Coordinator
- ☞ Aug'95 – Feb'97 with Marris Builder, India as Site Engineer

Academic Credentials

- ☞ B.E (Civil) from Aligarh Muslim University in 1995.

Training Programs

- ☞ Diploma in Structural analysis and design software
- ☞ Vocational training in structural design and eastimation at yadav and associates

Personal Dossier

Address: Lake homes Powai Andheri Mumbai India

Date of Birth: 1st July 1972