

# NAVEED HAIDER

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## OBJECTIVE:

Seeking a position of **Transportation Engineer/ Municipal Engineer /Project Manager/Project Coordinator** in Civil Engineering, which is challenging, and rewarding with an opportunity for Advancement

**EXPERIENCE:** 26 Years

**BIRTH YEAR :** 1968

**WILLINGNESS TO RELOCATE:** Yes

**NATIONALITY:** Canadian

## EDUCATION:

- **Bachelor's of Science in Civil Engineering**, University of Toledo, Ohio, U.S.A 1992

## TRAINING:

- |                            |   |      |
|----------------------------|---|------|
| • AutoCAD Civil 3D 2015    | Engineering General Consultants, Lahore, Pakistan | 2016 |
| • Contract Writing         | Engineering General Consultants, Lahore, Pakistan | 2013 |
| • Pavement Design          | Wardrop Engineering, Winnipeg, MB, Canada         | 2008 |
| • AutoRun 2009             | Wardrop Engineering, Winnipeg, MB, Canada         | 2007 |
| • Land Development Desktop | Wardrop Engineering Inc, Winnipeg, MB, Canada     | 2006 |

## PROFESSIONAL MEMBERSHIPS / ACCREDITATIONS:

- |  |  |                       |
|--|--|-----------------------|
| • <b>EIT</b> -Engineers and Geoscientists of Manitoba, Canada<br>(Eligible to Become <b>P.ENG</b> in 6 months) |  | 31789/2007            |
| • <b>Engineer</b> -Institute of Engineers Pakistan   |  | M-17152/LHR-4662/2014 |
| • <b>Engineer</b> -Approved from Sharjah Public Works  |  | 4567/PWD/1998         |
| • <b>PE</b> -Pakistan Engineering Council  |  | Civil/14359(PE)/1992  |

## PROFILE/SKILLS:

### Leadership Skills

- Total 26 years Proven Skills in **Design, Project Management, Contract Administration & Supervision** in Civil Engineering Profession (Highways & Infrastructure). (Transportation, Urban Land Development, and Materials).
- Established **strong contractual skills** in dealing with project's contractual matters.
- Communicated and Coordinated with Client, Management, Utility Departments, and Contractors.
- **Generated a Cooperation** of Staff to Achieve the Priorities of Project, Client, and Management.
- Ability to **Handle Multi-Million Dollar Projects** Within Time and Budget Constrains.

- Operated in a consultative, open and communicative manner. Demonstrates **high ethical standards and an honest, respectful and consistent** approach to working with team.

### **Technical & Supervisory Skills**

- Total 25 Years of Diverse and Productive Experience in the field of Civil Transportation Engineering (Design & Construction Supervision), out of which;
  - 26 Years of experience in **Construction Supervision in Transportation and Municipal Engineering**
  - 20 Years **Highway Design Experience** in Transportation/Urban Land Development by using AutoCAD 2009, and Land Development Desktop and AutoTURN.
  - 20 years diversified Experience in **Project Management, Contracts and Field Inspection.**
  - 18 years of proven track record on **Geometric Design**, using AASHTO.
  - 12 years of proven experience in the design of **Flexible and Rigid Pavement**
  - 12 Years of experience dealing with **Contractual issues** on the Projects.

### **Communications & Interpersonal Skills**

- Strong communication and **interpersonal skills** in diplomatic and Professional way.
- Well-developed **report writing** skills.
- Well-developed **presentation skills** to varied audiences including Council, Management & Public.
- Utilized a **positive and supportive** approach.
- Connected with other professional to **build strong relationships**.

### **Computer Skills**

Civil 3D 2015, AutoCAD 2013, AutoTURN, Land Development Desktop (L.D.D), Civil Design, MS Office 2007

## **SUMMARY OF EXPERIENCE:**

<b>-D.G.M / Sr. Design Manager / Project Manager (Transportation)</b> <u>SJ-SMEC-EGC</u> 49/D-1, Gulberg III, LAHORE, PAKISTAN	<b><u>Jan 2010- Nov 2018</u></b>
<b>- Highway Designer/Assistant Project Manager</b> <u>TETRA TECH CANADA (WARDROP ENGINEERING INC)</u> 386 Broadway Ave. Winnipeg, Manitoba R3C 4M8, CANADA	<b><u>June 06 - Nov 09</u></b>
<b>- Assistant Manager Operations &amp; Procurement</b> <u>WOLFE Works</u> , 878 Woodbridge, Ontario L4L 4R8, CANADA	<b><u>Sept 03 – May 06</u></b>
<b>- Project Manager, Highway</b> <u>C.A.B ENGINEERING CONSULTANTS</u> , Sharjah,U.A.E	<b><u>June 95–Feb. 2003</u></b>
<b>-Project Engineer (Road &amp; Municipal works)</b> <u>TAMEERAT-E-JADEED (Pvt) Ltd., Karachi</u> PAKISTAN.	<b><u>Nov. 92 – May 95</u></b>

**PROFESSIONAL EXPERIENCE:****D.G.M / Sr. Design Manager / Project Manager (Transportation)**SJ-SMEC-EGC

49/D-1, Gulberg III, Lahore

**Jan 2010 – Nov 2018**

SMEC is one of the reputed consultancy providers, in the field of Transportation. They have been working on number of highway projects in Pakistan, Bangladesh and Afghanistan. EGC is acquired by SMEC, an Australian based company. Therefore, SMEC's design and project management operations in Pakistan are handled by EGC.

**MAJOR RESPONSIBILITIES****Business Development:**

- Explored potential business in the market
- Supervised **preparation of Technical and Financial Proposals**, against RFPs.
- Participated in **Pre-Bid Meetings & Public Bid Openings**
- Involved in **Financial Negotiation** with the Client on Projects
- Negotiated with the Client on **Financial & Staff input** on New Project

**Administrative:**

- Worked as **Team Leader** of on several Highway projects on **Feasibility Study & Detailed Design**
- Acting as **Contract Administrator/Project Manager (Team leader)** works of KQC (USAID Funded).
- Worked as **Team Leader** on **Detailed Design** of KQC Additional Works Project.
- Acted as **Contract Administrator/Project Coordinator** on USAID Civil/Highway Project (KQC) in Quetta.
- Acted as **The Engineer** on NHA Projects (FERP-North) Pakistan
- Acted as **Deputy Team Leader** on **Detailed Design** of FERRP AJK
- **Managed** NHA & C&W Projects as Contract Administrator
- Lead **Project Negotiation** Team
- Supervised Preliminary **Bid Evaluation, and Tender Analysis**.
- **Coordination** between Client, Resident Engineers, Design Office, Departments and Stakeholders;
- Given **Presentations** on Projects at Kick-off, Inception, and Progress.
- Prepared Staff **Budgeting** and **Schedules**
- Prepared Project **Budgeting, Scheduling, and Reporting**.
- Managed Office and Project's **Operations and Staff Selection**.
- Conducted Projects Review and Audit for **Quality Control and Assurance**, with implement Procedures
- Review and Approve **Interim & Final Payment Certificates, Monthly Progress Reports**.
- Review and Approve Consultants **Monthly Invoices and follow-up** with the Clients;
- Determined variation orders, time extension etc as per **FIDIC**

**Technical & Supervisory:**

- Prepared & Supervised Detailed **Geometric Design** on Highway & Municipal Projects
- Designed and Supervised **Roads/Highways, Pathways, Parking Lots, Side Walks**
- Designed & Supervised **Flexible and Rigid Pavement Design** for Highways, Pathways & Parking lots
- **Supervised Construction** on Various Highways and Municipal Projects
- Designed and Supervised **Storm Water Drainage systems**

- Designed & Supervised **Traffic Control Devices**
- Mentored the preparation of **Contract Document**
- Supervised preparation of **Specifications** and **Special Provisions & Design Reports**
- Supervised the Preparation of Engineer's Estimates and Contract Documents for projects.
- **Visit Site** for Physical Review of Progress and **Quality Control**;
- Supervised & Reviewed **Material Testing Results**, and provide recommendations ( If Required);

**Highway Designer/Assistant Project Manager****June 06 – November 09**

TETRA TECH CANADA (WARDROP ENGINEERING INC)

386 Broadway Ave. Winnipeg, Manitoba R3C 4M8, CANADA



Tetra Tech Inc is one of the most prestigious engineering consultants internationally and across Canada. Wardrop has been acquired by Tetra Tech Inc, They are a key player in development projects, internationally and across Canada. They are mainly involved in the construction of Transportation, Infrastructure, Municipal, Bridges, Mining and Natural resource Industries. My responsibilities include Management, Design, Estimate, and inspect the projects in **Transportation and Infrastructure group**

**MAJOR RESPONSIBILITIES****Administrative:**

- Worked as **Assistant Project Manager** and Assistant Contract Administrator (**Team leader**).
- **Coordination** with Client, Authorities, Government Departments, and other Stake holders.
- Prepared **Design Estimates, Specifications** and **Tender/Bid Opportunity Documents**.
- **Planning** of Municipal, Urban Land Development and Road Works.
- **Analyzed** Bid Submissions and Provide Recommendation to Client.
- Lead **Pre-Award Meeting, Pre-Construction Meetings, Site Meetings**, and Prepared **Minutes**.
- Prepared **Staff Budgeting, Schedules and Selection**.
- Places or Approves Purchase Orders for Goods and Services.

**Technical & Supervisory:**

- **Designed Geometric & layout** of Highways, Pathways & Parking Facilities, Side Walk & LDS.
- Carried out **Condition Survey** of existing **Pavements, and Designed Proposed Rehab**
- Analyzed and **designed** the type of rehab to be provided.
- Designed **Rigid and Flexible pavements**, as per AASHTO 1993 Standard.
- **Designed Pavements** for Full Depth Patches/Asphalt Partial Depth, Crack and Seed and sandwich method
- Designed **Sewer/Drainage Systems** for Road/Highways, Pathways and Parking Facility Projects.
- Prepared **Bid Opportunity Documents** and Assisted in Contractual Matters
- Written **Design Reports**
- Supervised an Inspection Team for Preliminary Survey, **Substantial and Total Performance**.
- Wrote Consultant's **Monthly Invoices**, and **follow-up on payments**.
- Reviewed **Monthly Progress**, and Provide Approval for **Interim/Final Payments**.
- Prepared and Reviewed **Progress Estimates, Monthly Reports and Change Orders**.
- **Supervised the Inspection** of Roadwork's, Pathways, Sidewalks, parking, Land Drainage system
- Approved **Technical Aspects of Soil, Aggregates, Concrete, and Asphalt Concrete/DBM**.

**Assistant Manager Logistics & Procurement****Sept 03 – May 06**WOLFE Works, Woodbridge, Ontario L4L 4R8, CANADA

Wolfe Works is one of the Middle size- Company G.T.A. Wolfe Works has been involved in the business, since 1962, and they have been involved in multi discipline business of manufacturing.

**MAJOR RESPONSIBILITIES**

- Mentor the **project operations**
- Prepared Budget's, Scheduling, and Reports on Material Procurement
- Supervise the **procurement**, with identification of materials requirement.
- Responsible for inspection of product, as per specification and Drawings.
- Prepared **Estimates**
- Arrange Logistics mobilizations

**Project Manager, Highway****June 95–Feb. 2003**C.A.B ENGINEERING CONSULTANTS, Sharjah, United Arab Emirates (U.A.E)

C.A.B was Sharjah's second largest engineering consultancy with a solid reputation in transportation (Highway & Urban Land Development) practice. They were Town Planners, Designer, and Project Managers. Responsibilities include leading a team of Project Engineers, Material Engineers, Inspectors, and Surveyors to supervise the projects in **Road works/Airports/Urban Land Development**. I was among people who started Transportation department for C.A.B, and with a quality works took to a position where C.A.B became the second largest Road works Consultants in Sharjah.

**MAJOR RESPONSIBILITIES****Administrative:**

- Acted as **Senior Resident Engineer**
- **Coordinated** with Client, Authorities, Government Departments, and other Stake Holders.
- **Coordinated** with Control Tower for the Construction of Sharjah International Airport
- **Lead Pre-Award Meeting**, Pre-Construction Meetings, Site Meetings, and prepared Minutes.
- Prepared **Staff Budgeting** and **Scheduling & Selection**.
- Executed the **Planning** of Municipal, Urban Land Development and Road Works.
- Given **Presentations** on Progress of Work to Client and Public.
- Approved and processed our **Invoices, and Recovery of Payments**.
- Held **Public Meetings**.
- Written **Technical and Financial Proposals**, against RFPs.

**Technical:**

- **Designed and Supervised Construction** Highways and Municipal Projects.
- **Designed** General Layouts and Alignments of Highways, Parking Lots, Pathways and sidewalks.
- **Designed Ductings**. Inspected Network of Conduit for Telephone, Water, Electricity, and Drainage.
- Designed **Flexible and Rigid Pavements**, as per AASHTO Standard.
- **Designed and Supervised** Land Drainage and Sanitary Network.
- **Designed** Concrete Mix and Asphalt Mix/D.B.M
- **Designed** and Inspected **Road Marking and Traffic Signs**.
- Prepared **Design Estimation**, Bill of Quantity, Evaluated, and Approval of Interim Payments.

- Prepared **Contract Documents** and Assisted in Contractual Matters
- Supervised **Preliminary Bid Evaluation**, and Tender Analysis.
- **Supervised Construction** activities on many Highway and Municipal projects.
- Supervised the Construction of **Sharjah International Airport's Taxi-Way, Runway, Diversions, Air Field Lighting (AFL), Navigational Conduiting, and Construction of Inspection Chambers, Foundations.**
- Reviewed and Approved Technical Aspects of **Materials Soil, Aggregates, and Asphalt Mix/D.B.M.**
- Inspected the Testing of Concrete, Soil, Aggregate, Asphalt, Field Density (FDT), and Field Mould Density.
- **Inspected the Preparation** for Concrete Mix, and Asphalt Mix Design.
- **Reviewed the Test Reports** on Materials and provided comments/approval/disapproval.
- Prepared **Project Budgeting, Scheduling, and Reporting.**
- Prepared and Reviewed **Progress Report, Monthly Reports, and Variation Orders.**
- **Reviewed Monthly Progress**, and Performed Tracking of works as per Scheduled Program.
- **Prepared monthly invoices** and follow-up on Payments.

**Project Engineer ( Road works)****Nov. 92 – May 95****TAMEERAT-E-JADEED (Pvt) Ltd., Karachi Pakistan.**

Tameerat-e-Jadeed was among the mid scale contractor in Karachi, Pakistan. There were mainly involved in the Building works and Municipal work for City. They were involved in different nature of works within road works, from new flexible pavement construction to rehabilitation.

**MAJOR RESPONSIBILITIES**

- **Supervised Construction** on Municipal Projects i.e Roads, Parking, Manhole, Sidewalks
- **Reviewed** Contract Document, Drawings and Quantities, and Construction Drawings.
- **Coordinated** with Public Works Department, Consultants and Utility Departments.
- **Supervised Construction** of Roads, Sidewalks & Storm Water Drainage.
- **Supervised** Laying of Pipes for Utilities
- **Supervised** Construction of Manholes
- **Prepared Monthly Progress reports, interim Invoices**, submitted and Follow-up on Invoices.
- **Supervised** Engineers and Project Staff.
- **Supervised** Suppliers, Sub-Contractors for Awarded Works, Execution, and Payments.

**LANGUAGES AND DEGREE OF PROFICIENCY:**

- English & Urdu: reading, writing and speaking – excellent
- Punjabi: speaking – excellent

**REFERENCES:**

Will be provided upon request