

# CURRICULUM VITAE



## SOHAIL MUZAFFAR

Quantity Surveyor

**Mobile:** 00971-58-6391145

**Email:** muzaffarsohail@yahoo.com (**Valid UAE Driving License**)

### **Objective: -**

To associate with an organization which progresses dynamically and gives me a chance to update my knowledge and enhance my skills, in the state of art technologies and be a part of the team that excels in work to words, the growth of organization and my satisfaction thereof.

### **Profile Summary: -**

A skilled, knowledgeable, result oriented Quantity Surveyor with more than **10 years** of professional experience, strong organizational, analytical, communication skills, an ability to work in a team environment or alone with minimal supervision, strong work ethic, and able to adjust to changing priorities while meeting project deadlines. Possess in-depth knowledge of a variety of disciplines including Civil Infrastructure Utilities (Wet & Dry) Roads & Building. A construction management professional possessing technical and management skills is having extensive experience in cost management, quantity Surveying, controlling, analyzing, forecasting, & managing construction projects so as to ensure optimum performance & sustainability within contractual budget & duration.

### **Core areas of expertise**

- #Cost & Budgetary Control for overall cost elements
- #Tracking projects cost performance index
- #Establishing proper controls over various commercial aspects during execution phase
- #Developing Cost Forecast for EAC & ETC, Change orders control & Risk Management
- #Earned Value Management (EVM)
- #Managing & optimizing resource allocations in accordance with WBS
- #Sub-contracts Management
- #Cost controlling, Progress assessment & Analysis

### **Education Background:**

1-Bachelor Degree Pre-Engineering from Muzaffarabad Azad Kashmir. (Pakistan)

2-H.S.S.C Pre-Engineering from Mirpur Azad Kashmir. (Pakistan)

### **Technical Education**

1-Post Graduate Diploma in Quantity Surveyor from Skill Development Council Lahore–Pakistan.

2-Diploma in AutoCAD

### **Other Skills:**

- ✓ Microsoft Office (Word, Excel & PowerPoint)
- ✓ Troubleshooter
- ✓ Team Leader
- ✓ Excellent interpersonal & Written Communication Skills.
- ✓ Volunteering Learner
- ✓ Hard worker, discipline and responsible with a zeal for progress
- ✓ Punctual, self-motivated and dedicated to the job

**UAE experience** Almost 12 years Gulf Experience.

**August 2018 to March 2020:**

**Employer** : **Nurol LLC Dubai**  
**Client** : EMAAR  
**Consultant** : KEO  
**Designation** : Quantity Surveyor  
**Project** : Duabi Harbour Development Plot Z02.B03 Beach Vista

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**September 2016 to August 2017:**

**Employer** : **Nael & Bin Harmal Hydroexport (Qatar)**  
**Clients** : ASGHAL  
**Consultant** : ATKINS, PARSONS  
**Designation** : Quantity Surveyor  
**Project-1** : Road & Infrastructure in West Muaither (Al Manaseer) Phase 01

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**April 2015 to July 2016:**

**Employer** : **Mission General Services (Abu Dhabi)**  
**Clients** : TAKREER  
**Consultant** : SAMESUNG ENGINEERING  
**Designation** : Quantity Surveyor  
**Project-1** : Carbon Black & Delayed Coker (CBDC) Project.  
**Project-2** : Construction of New Wear House at RUWAIS Refinery

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**April 2013 to January 2015:**

**Employer** : **Astraco Construction & Contracting (Al Ain)**  
**Clients** : TRANSCO  
**Consultant** : TEBODIN  
**Designation** : Quantity Surveyor  
**Project-1** : Water Line Project in Al Ain

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**June 2007 to May 2012:**

**Employer** : **Nael & Bin Harmal Hydroexport East.**  
**Clients** : Sorouh, Al Dar Properties PJSC, Dubai Municipality  
**Consultant** : Maunsell, AECOM, KEO International

<b>Project-1</b>	: Emirati Housing Project Ghareba Al Ain.
<b>Project-2</b>	: Infrastructure Works for Gharaba, Al Ain
<b>Project-3</b>	: Infrastructure Works for Al Shabhat Area, Al Ain
<b>Project-4</b>	: DS-142 Infrastructure Works in Dubai Sonapoor

### **Responsibilities:**

- Preparation of Monthly Payment Certificate.
- Preparation of Monthly Invoices for the different projects in Ruwais (Abu Dhabi).
- Preparation of all kind of Inspection Requests.
- Back up calculations for Interim Payment.
- Prepare Quantities for Project Planning.
- Check and review the site requisitions and compare them with the approved Bill of Quantity (BOQ) Requirements.
- Prepare Cost Estimate for Variation orders as per Drawings
- Prepare Quantities for Project Tendering Works.
- Preparation of Daily, Weekly & Monthly Progress Report
- Take of quantities from drawings.
- Following the IR with Consultant.
- Co-ordination with Site Engineer, Surveyor and Consultant Surveyor &Inspector.
- Valuing completed work and arranging payment.
- Keeping record of As Built drawing and Quantities Take Off.
- Checking of Interim Valuations & Final Account of Sub-Contractors.
- Preparation of Final Accounts and Material Reconciliation.
- Preparation of enquiry documents on tender documents Basis.
- Submission for approvals as required by contractor.
- Preparing invoices for Manpower supply.

### **Personal Details**

Father Name : Muzaffar Hussain  
 Date of Birth : 26<sup>th</sup> March 1977  
 Nationality : Pakistani  
 Marital Status : Married  
 Religion : Islam  
 Language : English, Urdu, Arabic

I, certify that the above mentioned information is best of my knowledge and belief, this data correctly elaborate my qualifications & my experience as well.

**Sohail Muzaffar**