

OBJECTIVE

Experienced, Energetic & Dynamic in the field of CIVIL ENGINEERING with a background in **Quantity Surveyor & Design Engineer** & Execution of work has shown skills while the top organization. I wish to retain my service for similar type of environment in future as well.



CONTACT

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📍 P. O. Box: 37461, Doha, Qatar



EDUCATION

➤ **1999 - 2002**

Associate Engineer (D.A.E)
in Civil Engineering
Government College of
Technology, Rasul, Mandi
Bahauddin Pakistan

➤ **1996 - 1998**

Fellow of Arts

Government Inter College,
Lalamusa, Pakistan.

➤ **1995 - 1996**

Matriculation

Government Islamia High
School, Lalamusa, Pakistan.

Waseem Arshad



QUANTITY SURVEYOR / DESIGN ENGINEER

Experience: 21 Years

EXPERIENCE DETAIL

QUANTITY SURVEYOR / DESIGN ENGINEER

AL KHAYARIN GROUP TRADING & CONTRACTING, DOHA, QATAR
October 2010 - Now.

DEPARTMENT: TENDER & CONTRACT

RESPONSIBILITIES:

- Handling all technical assignments for the assigned Tenders from the Department Head.
- Sending Inquiries to the specialist suppliers and sub-contractors (national & international) to get their quotations at tender stage.
- Attending the Site Visits for on-going tenders and mid tender meetings with Client/ Consultant and reporting to Contracts Manager.
- Sending RFI's to Clients/ Consultants for conflicts / discrepancies in the Tender Documents.
- Quantities X-Check and highlight the major differences to Client and to Contracts manager.
- Steel Reinforcement Calculation during the tender stage.
- Preparation of Tender Technical proposal in accordance with particular requirements of each tender's Client/ Consultant.
- Prepare the Technical & Financial Submission Proposals.
- Communication with Operation Department and Site Managers regarding ongoing projects, provide them complete information about the projects' inclusion and exclusions, clarifications, and correspondence which we made at tendering stage.

PROJECTS

- High Rise Towers
- Large Commercial Complexes & Commercial Buildings
- Banks, Schools, Hospitals & All Type of Residential Buildings
- Industrial Workshops / Factories
- Misc. Type of Designs & Build Buildings



PROFESSIONAL COURSES

➤ 3D STUDIO MAX

December 2002 to April 2003

The AUTO CAD College of Information Technology, Rawalpindi, Pakistan.

➤ AUTO CAD ADVANCED 3D ARCHITECTURAL

October 2002 to December 2002

The AUTO CAD College of Information Technology, Rawalpindi, Pakistan.

➤ AUTO CAD

July 2002 to October 2002

The AUTO CAD College of Information Technology, Rawalpindi, Pakistan.



SOFTWARE KNOWLEDGE

- Adobe Photoshop
- Foxit PhantomPDF
- Autodesk Design Review
- MS-Office



LANGUAGES

- English
- Urdu

QS/BILLING ENGINEER

AL KHAYARIN GROUP TRADING & CONTRACTING, DOHA, QATAR
April 2008 to October 2010

PROJECT: AL MAHA GIRLS & BOYS SCHOOL EIN KHALID

RESPONSIBILITIES:

- Coordinate, review and assess contract submittals.
- Provide assistance to project manager and supervise office engineering construction.
- Prepare project records with details such as field progress and field conditions.
- Preparation of Bill of Quantities,
- Preparation of Variation & obtaining certification from Consultant/Client.
- Preparation of Monthly Valuation.
- Attending project progress meeting and reviewing progress.
- Inspect work sites, monitor project budget, schedule, and check project plans and drawings to verify authenticity of office plans.
- Preparation of subcontractor bills.
- Sending enquiries to subcontractor for quotation.
- Preparation of Work Orders.
- Coordinate with design consultants, general contractors & subcontractors on contract packages.

ASSISTANT ARCHITECT

CIVIL WORK ORGANIZATION (CWO) ISILAMABAD, PAKISTAN
NOVEMBER 2003 TO APRIL 2008

DEPARTMENT: DESIGN SECTION

RESPONSIBILITIES:

- Prepare and develop architectural drawings in order to meet the specifications of the customers, also to review the designs.
- Support the architectural teams in producing the sections.
- Be motivated and get involved in all the aspects of the process.
- Manage the work packages given to sub consultants.
- Communicate with the client about all architectural matters.
- Assist the architects in any kind of architectural projects, either for personal homes or for business purposes
- Review or modify the plans according to the directions coming from the architect.

PROJECTS

- A, B & C Category Houses for Pakistan Army Officers
- Barracks, Warehouses & Garages Buildings for Pakistan Army
- Army Guest Houses
- Renovations of 4-Star General's Offices.



PERSONAL INFORMATION

Date of Birth: **1st October 1980**

Place of Birth: **Pakistani**

Nationality: **Pakistani**

Driving License: **Valid. State of Qatar**

AUTO CAD OPERATOR

ABBASY ASSOCIATE RAWALPINDI, PAKISTAN

JANUARY 2003 TO OCTOBER 2003

DEPARTMENT: DESIGN STUDIO

RESPONSIBILITIES:

- Prepare and develop architectural drawings in order to meet the specifications of the customers, also to review the designs.
- Support the architectural teams in producing the sections.
- Review or modify the plans according to the directions coming from the architect.
- Duplantis Design Group's drafting standard
- Clarity and accuracy of working drawings
- Municipal regulations and requirements

PROJECTS

- Frontier Medical College Abbottabad.
- Pessi Hospital Islamabad.
- Bagh Hospital Azad Jamu Kashmir.
- IIMC Hospital Rawalpindi.
- Pakistan Naval Anchorage Islamabad.
- Defense Hosing Society (Askari Phase I, II & III)
- Design of different types of Houses, Form House & Commercials Building.



SKILLS

- Quantity Take Offs ★★★★★
- Measurement & Valuation ★★★★★
- All Type of Building Designs ★★★★★
- Reporting & Documentation ★★★★★
- Negotiation ★★★★★