

Naveed Murtaza (Civil Engineer)



Target job = RE/QA QC manager/ Proj Manager /Civil Engineer.

Profile Summarized:

**Professional Civil Engineer having 20 years' experience with multinational companies at UAE, Saudi Arabia & Pakistan. *Worked as QA.QC Manager, Resident Engineer, Project manager, ARE, QA QC Engineer and as Snr Civil site Engineer. *Manage and implement aspects of the Quality / HSE management systems.*Supervised Structural, Architectural, infrastructural & Industrial works. *Worked in both consultantancy & contractor ship disciplines. *Worked in execution, supervision, testing, quality, planning & management systems. *Supervised works at Nuclear Power Plant, High rise towers, Residential / office / industrial buildings, Highways, Roads, bridges, infrastructure, housing schemes, Shopping malls, Hospitals, Villas, flats, Steel structures, treatment plants, utilities, metro Rail & MEP works.*Completed projects start to end with quality & speed.*

Professional Experience :

20 Years' Experience at UAE, Saudi Arabia & Pakistan.

1. Meinhardt Group .

✚ Position : RE / Qa Qc Manager/Proj manager

✚ Period : Oct 2018 to till date

✚ Project : EMAAR – DHA housing project.

✚ Nature of works : Construction of Housing project including villas, schools, Hospitals and infra-structure works.

✚ Duties : **Started work in Meinhardt Emaar as ARE/QA QC Engineer and promoted as RE / QA QC Manager** performing all the administrative and operational functions necessary for the day to day operation of the project. To manage and implement delegated aspects of the Quality / HSE management systems and implementation of Quality plan and control the site supervision services provision in support to the engineering team in their implementation of Site Operations and completion of project functions. Ensure that the works carried out is inspected and the quality of the works meets the project requirements. Coordinate the interface of the construction work with all disciplines. Issue and follow up site instructions and NCRs. Review and comment all submittals including contractor design drawings, shop drawings, alternative proposals, MIRs, RFI's and As-built" drawings and prompt exchange of correspondence and external and internal audits. Assist the QS team in negotiations regarding the value of claims or changes in schedule. Assist the team in the review of the site progress and review of the contractor's interim payments. Arrange technical, safety and co-ordination meetings with the Contractor/client, Identify constraints and recommend corrective measures. Review inspector's daily works and reports. Inspect the work done in accordance with the Contract Documents and standards. Follow up MIR, ITP, NCR, TR, FDR, MS, FCR, RFC. Assist in the carrying out of final completion and handing over.

Educations :

- B-Tech, Hon.***

4 years Bachelor Degree in Civil from Preston University.

- DAE. Civil***

3 years Diploma of Associate Engr from Govt college of Technology.

Afiliations /Accreditation

1- Certified Civil Engineer- ID191412 at Saudi Engineering Council. Saudi Arabia

2- Certified Professional Engineering Technologist (ID PE-Tech-170) at National Technology Council, HEC. Pakistan.

3- Certified in TQM, OSHA, HSE from NASP ,KSA, Houston USA

Personal Data :

Nationality : Pakistan

Status : Married

Passport : BF 0978712

CNIC : 3740533298715

Age : 41.5 yrs

Languages : English,Arabic, Urdu.

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Mail : murtaza.naveed@yahoo.com

Driving license : Valid for PAK, KSA

Linked in: linkedin.com/in/naveed-murtaza-00a09384

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2. Arabian construction company WLL(ACC). (UAE).

Emirates nuclear energy corp - United Arab Emirates

- ✦ **Position :** Senior Quality Engineer.
- ✦ **Period :** Feb 2018 to Sept 2018
- ✦ **Project :** Const of 3 Nuclear Power Plants, Baraka.
- ✦ **Nature of works :** Nuclear Plant, Buildings & infra-structure.
- ✦ **Duties :** Managing & Follow up issues, NCRs, WIRs, MIRs, Quality procedures and coordination with other disciplines. Pre inspection of site works.

3. Dar Al Omran Engineers . (Saudi Arabia).

- ✦ **Position :** QA QC Manager.
- ✦ **Period :** Aug 2017 to Feb 2018
- ✦ **Project :** Dar Al Jewar Residential Community Madina
- ✦ **Nature of works :** construction of 207 housing villas flats with infrastructure i/c roads footpaths, sewerage line & utilities.
- ✦ **Duties :** Management & Site supervision complying with contract specs, shop drawings, ASTM,AASHTO, ACI, standards. Follow up MIR, ITP, NCR, TR, FDR, MS, FCR, RFC, Site observation instruction, method statements, material submittals, Implementation of QMS & Quality plans. Internal audits, ensuring material testing & maintaining test records, quality meetings.

4. Proger SPA. (Engineering & Oil/Gas) .(Saudi Arabia).

- ✦ **Position :** Snr QA QC Engineer./ Civil engineer
- ✦ **Period :** Aug 2014 to Aug 2017 (3 years).
- ✦ **Project :** (KAP 3) King Abdullah Project.
- ✦ **Nature of works :** District Head quarter & diff Office Buildings i/c Structural, Architectural, infrastructural works.
- ✦ **Duties :** Supervisions / Management Site works complying with contract specs, shop drawings, ASTM,AASHTO, ACI, IBS standards. Follow up MIR, ITP, NCR, TR, FDR, MS, FCR, RFC, Site observation instruction, Check lists, method statements, material submittals, Calibration & weekly/monthly progress. Correct implementation of QMS & Quality plans. Internal audits, ensuring material testing, records & progress / quality meetings.

5. Saudi Constructioners. (Saudi Arabia).

- ✦ **Position :** Snr QA,QC Engr / Act Qa Qc manager.
- ✦ **Period :** Nov 2011 to Aug 2014 (2.8 years)
- ✦ **Project :** (KAFFD)King Abdullah Financial Distt, Riyadh. (World trade Centre)
- ✦ **Nature of works :** 4 no's High rise towers buildings.

Certifications :

- 1- **NOST.** National Occupational Skill Std in Civil Engineering at CMTI, PAK.
- 2- **OSHA 30 hr** Construction safety training by Proger / IASP done at KSA
- 3- **Occupational safety & health advance Diploma** training by IASP at KSA
- 4- **TQM 30 hr** training by IASP at KSA.
- 5- **MS Project management** at PAK.
- 6- **Primavera P6** at PAK.

Software Skills :

Auto CAD, MS Office, Excel, Word, Power Point, Primavera P6, Etc.

Technical Skills :

Project management, Execution, Supervision, Planning, Quality assurance / Quality control, Inspection, Survey, Estimation, Billing, Budgeting & Reporting.

Objectives :

My objective is to join a dynamic organization where I can perform & benefits the company's objectives through well responding in challenging & pressure situations using skills, knowledge, experience, hardworking Obedience & honesty.

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- ✦ **Nature of works** : Economical city including 4 no's High rise towers Buildings with 4 basements, Structural, Arch & infrastructure, Steel structures, mono rail & Highway works.
- ✦ **Duties** : Managed / Supervising of works with correct implementation of contract specs, shop drawings, ASTM ,ACI, AASHTO, IBC standards. Arranging weekly & monthly meetings for ensuring quality records & issues. Follow up Quality plans, RFI, RFC, IR, MIR, NCR, TR, ITP, Audit Reports, Method statements, Submittals. Visiting /verifying vendor's materials/approvals. Arranging material testing & maintaining test records.

6. Civil Works Organization (KRL).(SPD). (Pakistan).

- ✦ **Position** : Site In charge / QA.QC Civil Engr.
- ✦ **Period** : Feb 2004 to Nov 2011 (7.9 years).
- ✦ **Project** : Const of Defence city Jarrar camp. Housing scheme Atomic Energy Commission Pakistan
- ✦ **Nature of works** : Structural, Architectural & infrastructure works for Official, resident, industrial Buildings, villas, Shopping malls, Hospitals, Multi storied flats, Roads, Bridges, Drains, Foot paths, Parks, services, utilities, Factories & sewerage, water plants at Rawalpindi.
- ✦ **Duties** : Managed & Supervised works complying with Specs / Shop Drawings, Following ASTM, AASHTO, BS standards & MES schedule, Follow up IR, MIR, NCR. Preparing project Estimates, Contracts, Billing claims & progress reports.

7. Siemens Engineering Corp. (Pakistan).

- ✦ **Position** : Snr Civil Site Engineer / QC Engineer
- ✦ **Period** : From Aug 2001 to Feb 2004 (2.7 years)
- ✦ **Project** : Civil, Electromech works in Housing schemes.
- ✦ **Nature of works** : Grid stations, power plants bldgs.
- ✦ **Duties** : Execution & Supervision of works complying with contract specs & shop drawings.

8. National Logistic Cell. (Pakistan).

- ✦ **Position** : Civil Site Engineer / QS
- ✦ **Period** : Nov 1998 to July 2001 (2.9 years)
- ✦ **Project** :Const of Highways, Bridges at LHR & RWP.
- ✦ **Nature of works** : Construction for Infrastructure, Highways, utilities, sewerage, parking's & services
- ✦ **Duties** : Execution of works with labor/machinery by following Drawings with AASHTO standards.

Projects & Research:

- 2010 I had prepared a transparent Model of a House showing Structural reinforcement, Architectural and infrastructural elements. In result granted the bonus salary and appreciation letter as a reward from Director General CWO, KRL.
- 2010 I had arranged the teaching classis to the site staff regarding correct implementation of drawings, Quality and supervision systems in CWO, KRL, SPD. In result granted the bonus salary and appreciation letter as a reward from Director General.
- 2020 Researched practically about the seepage causes and weather damages to the completed buildings and recorded the observations, route causes, preventive action and recommended and implemented the corrective actions in order to prevent the works from seepages and weather effects at Emaar DHA housing project.

Promotions & accomplishments:

- 2019: Joined Meinhardt as ARE/QA QC and promoted as Resident Engineer/QA QC manager.
- 2018: Joined Dar Al Omran as QA QC Engineer and Promoted as QA QC Manager.