

**MD.SHAHNAWAZ ALAM**

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**Seeking assignments in the overall project management of construction projects in an organization to Professional growth and Success, while being resourceful, innovative and flexible.**

## SYNOPSIS

**Over all 8 years' experience in project ,3 years' experience in Project Excavation and Nearly 5 years of cross-cultural experience in managing projects right from development to delivery encompassing planning, monitoring and controlling in various phases of project lifecycle.**

Adopt project management tools and techniques like project planning & scheduling using project management tools like **Primavera 8.1, 15.1 & 16.1** and **MS Project 2007 Professional**.

Overall planning and monitoring of resource, cost, material and machinery for various construction projects using project management tools.

Have been a key member of **PMO (Project Management Office)** in the organization with the responsibility of conducting review meetings with the key project members from planning point of view.

Deft in swiftly ramping up projects in close coordination with project managers, project directors, contractors, architects, consultants & other external agencies and ensuring on time deliverables

## AREAS OF EXPERTISE

### Project Management

Steering diverse initiatives towards accomplishment of organisational goals & vision pertaining to the overall execution of the Projects, Technical Services.

Managing project operations with a view to ensure timely accomplishment of targets within the scope, time and cost parameters.

Monitoring project compliance with project management standard policies, procedures and templates through project audits.

### Construction Management

Experienced in planning and coordinating upstream developmental construction activities.

Providing site team with the required look ahead schedule and progress update in order to meet the project schedule and planned progress milestones.

Providing the site team with various daily, weekly and monthly reports along with activity monitoring sheets and progress charts.

Conduct and coordinate progress meetings and coordination meetings along with client, main contractor, consultant, subcontractor and my project team. Highlight various critical issues and deriving solutions in order to resolve it well before it impact the overall project progress.

Preparation of baseline construction program at the tendering stage and detailing of the same during the project execution stage using project management tools like Primavera.

Resource, material procurement, machinery and cost planning as per the scope of work.

### Relationship Management

Articulating the opportunity by making detailed presentations to the decision makers in the account, using the latest cutting edge technologies.

Coordinating with various departments like, administration, engineer and finance in order to provide them the required project data.

### Commercial Operations

Coordinating for the preparation of monthly billing for the project along with reviewing and approving subcontractor bills as per progress of work at site.

Preparing planning documentation, BOQ, review and preparation of reports to award the contract, coordinating with Client and Contractor.

## ORGANISATIONAL DETAILS

**Since May'15 ICDOC (Civil, MEP, Mechanical, Piping), Saudi Arabia Dammam 2<sup>nd</sup> Industrial City as Planning Engineer**

<b>Employer</b>	<b>Industrial Cities Development and Operating Company (ICDOC)</b>
Project Value	SAR 300 Million (approx).
Designation	Planning Engineer
Description	Presently working in ICDOC, waste water Treatment Company located in Dammam 2 <sup>nd</sup> Industrial City in Saudi Arabia. This plant will have a productivity of 22000 Cum/D. The major buildings inside the project are IPS, Clarifier, sludge, UF, Recycle RO, lift station, warehouse, we are counter partner of <b>MODON</b> (Saudi industrial property authority) for providing and collecting water from maximum plants in the industrial city#2

### Responsibilities:

Responsible for preparation of Baseline Program for project as per the scope of work in Primavera P6.  
Developed schedule based on contract requirements in cooperation with the Managing Contractor on Primavera.  
Complete resource planning including labour & non labour (Machinery) as per project scope using productivity norms.  
Review & analysis of Contract documents of project and coordinate with the Projects Manager of any planning deficiencies from scheduling point of view.  
Preparation & submission of Progress Reports weekly, monthly /Charts through Project Management Software – Primavera6 and submitting to the Department Heads, Client, Consultant and Main Contractor  
Coordinated with Consultant, Managing Contractor & local authorities for work inspections and approvals.  
Conducted site progress review meetings for monitoring of project identifying problems related to work progress & highlighting of the same.  
Preparation & submission of Progress Reports/Charts through Project Management Software – Primavera6 and submitting to the Department Heads, Client, Consultant and Main Contractor  
Cost loading and monitoring the cash flow & project progress using SPI, CPI & Earned Value Analysis.  
Preparation of detail documents for extension of time (EOT) for the project.  
Preparation & submission of Progress Reports/Charts through Project Management Software – Primavera6 and submitting to the Department Heads, Client, Consultant and Main Contractor.

**Since Nov '13 to march '15 Fernas Construction India Pvt.Ltd as Planning Engineer ONGC,OPEL Petrol Addition Ltd Dhaj, Gujrat, (Civil ,Steel Structure Building ,Mechanical, Piping)**

<b>Employer</b>	<b>Fernas Construction India Pvt.Ltd</b>
Project Value	INR 300 corers (approx).
Designation	Planning engineer
Description	Off site Pipe line Structure and Tankages

### Responsibilities:

Responsible for preparation of Baseline Program for project as per the scope of work in Primavera P6.  
Developed schedule based on contract requirements in cooperation with the Managing Contractor on Primavera.  
Complete resource planning including labour & non labour (Machinery) as per project scope using productivity norms.  
Review & analysis of Contract documents of project and coordinate with the Projects Manager of any planning deficiencies from scheduling point of view.  
  
Preparation & submission of Progress Reports/Charts through Project Management Software – Primavera6 and submitting to the Department Heads, Client, Consultant and Main Contractor

**Since May'11-Oct'13 at M/S. McNally Bharat Engineering Company Limited (EPC contractor), at Utkal Alumina Refinery project(Civil ,Steel Structural Building ,Mechanical , Piping )in as Planning Engineer**

<b>Employer</b>	<b>McNally Bharat Engineering Company Limited</b>
Project Value	INR 120 corers (approx).
Designation	Asst. Manager
Description	Evaporation plant for Utkla Alumina Refinery projects is located in Tikiri Orissa

## Responsibilities:

Responsible for preparation of Baseline Program for project as per the scope of work in Primavera P6. Developed schedule based on contract requirements in cooperation with the Managing Contractor on Primavera. Complete resource planning including labour & non labour (Machinery) as per project scope using productivity norms.

Review & analysis of Contract documents of project and coordinate with the Projects Manager of any planning deficiencies from scheduling point of view.

Preparation & submission of Progress Reports/Charts through Project Management Software – Primavera6 and submitting to the Department Heads, Client, Consultant and Main Contractor

Coordinated with Consultant, Managing Contractor & local authorities for work inspections and approvals.

Conducted site progress review meetings for monitoring of project identifying problems related to work progress & highlighting of the same. Preparation & submission of Progress Reports/Charts through Project Management Software Primavera6 and submitting to the Department Heads, Client, Consultant and Main Contractor

**I commenced my career as Mechanical Execution Engineer from July'08-May'11 at McNally Bharat Engineering Company Limited, At Bokaro Steel City SAIL Plant and later changed my field to Planning Engineering Project Management.**

## • Responsibilities:

- Structural Fabrication & erection and Equipment erection of CRM.
- Technological structure erection of separator Vessel and Evaporator ,heat Exchanger
- Erection of , Carrousel drum , Motors, Couplings .
- Erection of housing (98MT)
- Alignment of both static & rotary equipments.
- Effectively implemented:
  - Company HSE Policy & Procedures at site
  - Method Statement & Risk assessment for work at Height/ PPE Policy
- Managed Contractors' RA Bill Certification and maintained records of work order value
- Ensured optimum utilization of resources (Manpower, Machinery & Materials)
- Deftly coordinated with Civil Agencies to get civil foundations for erection
- Collaborated with Planning Section to get required documents needed for erection
- Led the Project Management initiatives like reporting, documentation, and erection & commissioning
- Carried out inspection related activities at supplier's works & customer site

## EDUCATION

2008	Diploma (Mechanical) from Janan Gosh Polytechnic ,Kolkata
2011	BE (Mechanical) from Institute of Mechanical Engineering / Mumbai (Distance Course)

## CERTIFICATIONS

Planning and Scheduling with Primavera Project Planner- P6 training from ECE Pvt.Ltd

## AWARDS

Received 2<sup>nd</sup> Prize in inter college Cricket competition .

## TECHNICAL SKILLS

Project Planning software - Primavera 8.1,15.1& 16.1  
2D & 3D Modeling using AutoCAD

## IT SKILLS

Proficient with Microsoft Office Software and Operating System like Windows.

## PERSONAL DETAILS

**Date of Birth** 25<sup>th</sup> February , 1987

**Permanent Address** Dalkhola ,Farsara  
North Dinajpur  
PIN Code -733201  
West Bengal ,India

**Present Address** Dammam Saudi Arabia  
Post Box-77304

Linguistic Abilities: English , Hindi and Arabic, Urdu, Bengali

Marital Status : Unmarried

Nationality : Indian

Pass port No : K4378422

Date of issued : 25/06/2012

Date of expire : 25/06/2022

Driving License : Valid KSA driving License