

REJITH KUMAR MADHAVAN NAIR

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SUMMARY

An Engineering professional having 17 years of experience in the EPC project environment. Looking forward for a deserving position in project management and control. Creative thinking, Quick learner and Adaptability are my personal strengths.

WORK HISTORY

<p>MAR 2012 – TILL DATE</p> <p>MANAGER- PLANNING</p> <p>EMIRATES ELECTRICAL ENGINEERING - UAE</p> <p>132KV INDOOR SUBSTATIONS (SCOPE OF WORKS INCLUDING BASEMENT + 2 STOREY GIS, SWITCHGEAR AND CONTROL BUILDINGS, TRANSFORMER BUILDING, AND ALL OTHER ASSOCIATED CIVIL WORKS, MEP AND FIRE PROTECTION WORKS), 132 & 220KV UG CABLING WORKS AND OHL PROJECTS AT VARIOUS PARTS OF UAE.</p>	<ul style="list-style-type: none">▪ Preparation of tendering schedules, detailed project baseline plans (Contractual as well as the internal).▪ Project progress Monitoring and Developing and implementing various MIS reports for the management.▪ Resources Planning.▪ Preparation of recovery plans.▪ Revenue planning and tracking.▪ Deadline Critical Analysis.▪ Forensic Analysis, Delay analysis and detailed EOT claim preparation based on standard methods like prospective and retrospective analysis (Time Window Analysis, As-Planned Vs As-built, As Impacted As Planned method etc), Cause and Effect Analysis. Experienced with delay EOT litigation process under the jurisdiction of UAE construction law.▪ Liaise with client and consultant for Planning & claim related matters.▪ Reporting to the Operation Manager.
<p>JUL 2010 – JAN 2012</p> <p>ASST.MANAGER-PLANNING</p> <p>LARSEN & TOUBRO – CONSTRUCTION (PT&D), UAE</p> <p>132/33KV SUDAH PORT INDOOR SUBSTATION</p>	<ul style="list-style-type: none">▪ Preparation of detailed project baseline plans (Contractual as well as the internal).▪ Project progress Monitoring and reporting.▪ Preparation of Cost Estimate and Revenue Plan.▪ Preparation and periodic analysis of project budget.▪ Coordination with country office for Project resources.▪ Preparation of Work Orders, Subcontractor and Supplier Management.▪ Preparation of Management Planning & Control System (MPCS) Reports.▪ Preparation of Monthly MIS reports & reporting the same to Country office.▪ Management Representative (MR) for QEHS implementation, monitoring & reporting.▪ Time Extension claims.▪ Liaise with client for Variation Orders, Material delivery & Invoicing.▪ Experience in EIP ERP system for cost controlling and procurement functions.

<p>OCT 2003 – MAY 2010</p> <p>PLANNING ENGINEER</p> <p>EMIRATES ELECTRICAL ENGINEERING – UAE</p> <p>132KV INDOOR SUBSTATIONS (SCOPE OF WORKS INCLUDING BASEMENT + 2 STOREY GIS, SWITCHGEAR AND CONTROL BUILDINGS, TRANSFORMER BUILDING, AND ALL OTHER ASSOCIATED CIVIL WORKS, MEP AND FIRE PROTECTION WORKS), 132 & 220KV UG CABLING WORKS AND OHL PROJECTS AT VARIOUS PARTS OF UAE.</p>	<ul style="list-style-type: none"> ▪ Preparation and analysis of schedule of activities for Engineering, Procurement and Construction. ▪ Preparation of revenue/cost plan based on BOQ and Job cost elements. ▪ Preparation of recovery plan with revised work breakdown structures. ▪ Time & resources update of schedule of activities. ▪ Preparation of procurement and progress billing to the Customer/Client. ▪ Preparation of Earned value performance report, Resources Profile/Histograms, variance reports, Progress 'S' Curves. ▪ Computation and Analysis of Project Performance Index analysis and forecast based on earned value method. ▪ Liaise with subcontractor Planning Engineer, for establishing the Master schedule and reports required to control the schedule of works within the scope of subcontractor. Validate schedules upon submission for baseline and progress updates.
<p>JUN 2003- OCT 2003</p> <p>PLANNING ENGINEER</p> <p>TAISEI CORPORATION (JAPAN) - UAE</p> <p>SHUWEIHAT WATER TRANSMISSION SCHEME-250 KM (EPC CONTRACT WITH AN ESTIMATED PROJECT COST OF 290 MILLION USD) PROJECT</p>	<ul style="list-style-type: none"> ▪ Assigned for preparing revised level – 3 schedule for Lot-A for the remaining scope and variations to the Project and to prepare earned value and variance reports. ▪ Prepared Time & Cost based update of activities using Data tracking sheet & tracing Sheet. ▪ Prepared Network analysis to establish critical path for the water pressure test, Flushing & Commissioning. ▪ Prepared weekly and Monthly Project Progress reports for the management ▪ Attended Weekly progress review meetings with the client and sub-contractor.
<p>AUG 1996 – AUG 1998</p> <p>CIVIL ENGINEER</p> <p>LARSEN & TOUBRO LTD – ECC GROUP, INDIA</p> <p>ESSAR OIL REFINARY PROJECT, VADINARM JAMANAGER, GUJARAT CONSTRUCTION OF CDU/VDU/SGU & FCCU</p>	<ul style="list-style-type: none"> ▪ Supervision of construction activities of sub structure & super structure works of Main pipe Rack, vacuum column, Heat Exchangers, equipment foundations, Technical structure and condenser structure. ▪ Preparation of quality control documents, site field test reports and daily progress reports to the planning Dept and consultant. ▪ Preparation of fortnight billing for the sub-contractors for my work area ▪ Liaise with Consultant inspectors and senior engineers responsible for my work area for inspection and other site related activities.
<p>2 Page Rejith Kumar</p>	

EDUCATION

2007-2010

B.S. Engineering Technology
BITS Pilani, India

1998-2000

'A' level – Higher Diploma in IT & Computer Science.
National Institute of Electronics and Information Technology (NIELIT), New
Delhi, India

1992-1995

Diploma in Civil Engineering
NSS Polytechnic College, Kerala, India

Project Management Tools,
Primavera(P6), SAP, L&T-EIP
Microsoft Office Project

IT SKILLS

- Diploma in Advanced Java and Web Technologies from SSi Technologies, India.
- Worked as a software programming faculty in SSi Technologies, India (As an Internship for 6 months).
- Excellent knowledge in Microsoft office applications, especially excel and macros.
- Working experience in ASP, VB Script and other conventional programming languages

LANGUAGES

English, Hindi, Malayalam, Tamil

PERSONAL INFO

Father's Name : Madhavan Nair
Date of Birth : 15-May-1977, Age: 40 Yrs
Nationality: Indian
Marital status: Married, Children: Yes
Sex: Male
Visa status : UAE Residence Visa