

# Mr. Karl Bruce

Doha, Qatar

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## Operations Manager (Finishes)

### PROFESSIONAL PROFILE

- Highly creative thinker who enjoys overcoming challenging problems.
- Versatile and seasoned professional who adapts well to rapidly changing environments.
- Strong team player/leader, who enjoys interacting with all people of various management teams and maintains a productive relationship with clients, staff, peers, management. and workforce.
- Excellent written, verbal, and interpersonal communicator.
- Effective mentor who reduces employer costs by teaching and implementing time management.
- Positive, optimistic, well-organized self-starter, able to work under pressure and meets deadlines.
- Computer-literate performer with proficiency covering wide variety of applications for Windows operating systems, including PowerPoint, Excel, Word, MS Projects, etc.

### AREAS OF EXPERTISE

- Excels in building relationships with high profile clients and stakeholders.
- Operations manager with extensive on-site experience gleaned in both civils and fit out projects.
- Able to perform to deadlines, on major and minor projects.
- Conversant with all aspects of finishes work.
- Can deliver from preliminary, through to completion and handover of turn-key fit out projects and high end bespoke contracts.
- Quantitative and budget-management functions, value engineering etc.
- Preparing and submitting detailed reports.
- Fourteen years Middle East experience of which eleven have been permanently residing.
- Good knowledge of civils work.
- Well versed in dealing with contracts, tender analysis, procurement strategy, LPO and invoicing.
- Used to handling large labour forces, both in house and sub-contract.

### PROFESSIONAL EXPERIENCE

#### Fribel Gulf/Fribel International (Qatar)

Operations/General Manager (March 2015 – Present)

Design & Build Terrazzo Flooring and Pre-Cast contractor

#### Roles and responsibilities:

- Acting General Manager.
- Reporting to the Managing Director and attending board meetings.
- Budget and commercial responsibility and reporting.
- Establishing and maintaining good relationships with key clients and stakeholders.
- Actively involved, as part of a team, preparing tenders.
- Solely responsible for negotiating client contract terms.
- Overseeing preparation of monthly contract valuations.
- Attending client/consultant meetings.
- Managing projects throughout different countries simultaneously.
- Company Registration signatory, responsible for signing official company forms and documents.
- Overseeing a team of 186 operatives and 16 staff, on multiple projects from pre-construction through to completion.
- Representing the company, as point of contact, in all client communications.
- Responsible for all written communications either to clients or in response to requests/directives.
- Ensuring management directives are implemented and staff are happy and motivated.
- Maintaining health and safety standards including regular inspections of workers accommodation.
- Pro-active approach to solving design and build issues.
- Producing in-house reports and making recommendations.
- Assessing human and physical resources to ensure that projects are run effectively.

- Managing a multi-national supply chain of US, EU and Far East suppliers.
- Communicating closely with suppliers and sub-contractors, to ensure timely delivery.
- Monitoring in-house personnel and sub-contractor's progress on site.
- Monitoring material deliveries and keeping up to date records.
- Reviewing shop drawings, TDS, MSDS, prior to submittal to client/consultants.
- Responsible for ensuring project logs are maintained.
- Reviewing and monitoring construction project and look ahead programs.
- Ensuring initial site as-built surveys and condition reports are compiled for submittal.
- Responsible for ordering materials and maintaining regularly updated procurement schedules to ensure timely delivery.
- Ensuring all works completed to a high standard, on time and within budget.
- Monitoring QA/QC team records, and reports.
- Monitoring HSE team, records, and reports.

#### **Projects:**

- Hamad International Airport, Doha, Qatar.
- Qatar Rail Underground, (Fifteen stations), Doha, Qatar.
- New Museum Qatar
- Louvre Museum, Abu Dhabi, UAE.
- Apple Stores, Abu Dhabi, Dubai, Japan.
- Stars 'N' Bars Grill, Dubai, UAE.
- Galleries Lafayette, Doha, Qatar.
- Doha Oasis Shopping Mall and 7\* Hotel
- Hyatt Plaza Shopping Mall, Doha, Qatar.
- Switch Restaurant, Manama, Bahrain.
- Vox Cinemas, The Palm, Dubai, UAE.
- Mandarin Hotel, Doha, Qatar.
- Cancer Care Hospital, Muscat, Oman.
- Dubai Eye, Dubai, UAE.
- Al Ghanim Head Offices, Kuwait City, Kuwait.
- Deep Dive Pool, Dubai, UAE.

#### **Dutco Styles & Wood (Dubai)**

Project Manager – Interiors (Feb 2014 – Feb 2015)

#### **Projects:**

- Dubai City Center, Deira,
- Dubai Pullman Hotel, Deira,
- Dubai BarZar, Madinat Jumeira
- Al Manzil Hotel, Downtown, Dubai

Further details of responsibilities, achievements can be discussed at interview stage.

#### **Bluugulf LLC (Qatar)**

Construction Project Manager (Fit-out) (June 2011 – Dec 2013)

#### **Projects:**

- RasGas HQ, High Rise Fit- out (Newbuild) Doha
- Silatech NFP Office, West Bay, Doha
- Sasol (Oil & gas) Head Office, West Bay, Doha.
- Marsh Insurance Head Office, West Bay, Doha
- EMC (Global IT Infrastructures) Head Office, West Bay, Doha
- Al Khaliji Bank (Branch) Medina Central, The Pearl, Doha
- Al Khaliji Bank (Branch) City Center Mall, Doha
- Al Khaliji Bank (Branch & Office HQ) Al Duhail, Doha
- Ooredoo (Telecoms) High Rise, West Bay, Doha.
- WSP (Consultancy) Head Office, Doha, Qatar.

Further details of responsibilities, achievements can be discussed at interview stage.

## **Cebarco Interiors – (Kar-group) – Main Contractor**

Fit Out Project Manager (Feb 2010- April 2011)

### **Projects:**

- Kempinski 5\* Hotel, Bahrain
- **Ixir 5\* Hotel, Bahrain**

Further details of responsibilities, achievements can be discussed at interview stage.

## **Cebarco/WCT JV– Main Contractor**

Shell & Core Fit Out Project Manager (Sep 2007 – Dec 2010)

### **Projects:**

- Formula 1 Race Track, Abu Dhabi
- Bahrain City Centre Mall

Further details of responsibilities, achievements can be discussed at interview stage.

## **MoD (G) - Main contractor**

Projects Manager (Aug 1997 – Sep 2007)

### **Projects:**

- Various- Europe, UK, Cyprus, Middle East, Africa.

Further details of responsibilities, achievements can be discussed at interview stage.

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### **EDUCATION**

- Currently enrolled on a PMP course
- Completed two years of a Civil Engineering Degree Course at Coventry Polytechnic (1982)
- A-Level German
- O-Level English Language
- O-Level English Literature
- O-Level Mathematics
- O-Level French
- Grade - 1 CSE Physics
- Fluent in English and German

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### **REFERENCES**

Upon request.