

# ARCHITECT/PM CV

Name/Surname	Aleksandar Paunovic
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Date of Birth	03. January 1982.
Place of Birth	Sarajevo, Bosnia and Herzegovina
Citizen of	Serbia/Bosnia and Herzegovina
Marital Status	Single



## PROJECT MANAGER:

Blueprint WLL, Doha, Qatar

April 2015 – Present

- Manage the fit out projects from the design till handover
- Responsible for quality of executed works
- Manage the contractor's team. Coordination with all stakeholders (Design, MEP, Civil, Authorities, etc.)
- Construction works managing: management of architectural, final and interior works during construction (site documentation development)
- Determination and submission of building materials to client's approval
- Intensive communication with client (weekly construction meetings)
- Technical examination and handover
- List of successfully finished projects so far:
  - Starbucks, Al Meera Mall, Al Wakra, Qatar
  - Starbucks, Al Meera Mall, Al Thumama, Doha, Qatar
  - Starbucks, Al Meera Mall, Al Jeryan, Doha, Qatar
  - Victoria's Secret (VSFA), Mall of Qatar, Al Rayyan, Doha, Qatar
  - Al Ahli bank, Al Markhiya brunch, Doha, Qatar
  - Al Ahli bank, C ring brunch, Doha, Qatar
  - Al Ahli bank, Abu Hamour brunch, Doha, Qatar
  - Al Ahli bank, Old Airport brunch, Doha, Qatar
  - The Kooples, Lagoona Mall, Doha, Qatar
  - Make Up For Ever, Mall of Qatar, Al Rayyan, Doha, Qatar
  - Wojooh, Mall of Qatar, Al Rayyan, Doha, Qatar
  - Swarovski, Mall of Qatar, Al Rayyan, Doha, Qatar
  - L'occitane, Mall of Qatar, Al Rayyan, Doha, Qatar

## ARCHITECT, SITE MANAGER:

PAUNOVIC Contracting, Aleksinac, Serbia

2007-2015 (8 years)

- Manage the project from the initiation till completion
- Responsible for quality of executed works

- Manage the contractor's team. Coordination with all areas/aspects of execution (structural works, MEP works, fire-protection works, facades works, architectural works, final works)
  - Construction works managing: management of architectural, final and interior works during construction (site documentation development)
  - Determination and submission of building materials to investor for approval
  - Intensive communication with investor (weekly construction meetings)
  - Technical examination and handover
  - Tender and bidding documentation – preparation and evaluation
  - Procuring the consultants and contractors as well as managing the tender process with full involvement in appointing of the consultant's and contractor's teams
  - Conducting negotiations and coordinating subcontractors
- A various successfully finished projects of residential buildings, fit-out works, warehouses, etc in Serbia, Bosnia, Montenegro and Russian Federation.

### **JUNIOR ARCHITECT, TECHNICAL SUPERVISOR:**

Directorate for Planning and building, municipality of Aleksinac, Serbia  
2009-2010 (9 months)

- Tender and bidding documentation – preparation and evaluation
- Work on the technical documentation
- Site work, quality survey

### **CORE COMPETENCIES:**

Software: AutoCAD, 3D Studio Max, Adobe Photoshop, MC Office, Internet Tools, Power Point, Microsoft Project.

### **LANGUAGES:**

- Serbo-Croatian (mother language)
- English (Proficient user)
- Norwegian (Beginner)
- French (Beginner)

### **COMPETENCIES AND AREAS OF EXPERTISE:**

- Residential building
- Housing design
- Offices
- Hotels
- Shopping Malls
- Factories and warehouses
- Interior design
- Public buildings (administrative buildings, schools and kindergartens)
- Multifunctional architecture

## **EDUCATION**

December 2011

Professional Title:

- Master of Architecture,

Name of School:

- College of Civil Engineering and Architecture, Nis, Serbia

Field of education: Urban planning, design of structural systems and building construction, design of residential buildings, design of commercial buildings, interior architecture.

May 2000

Professional Title:

- Civil Technician

Name of School:

- Civil Engineering High School Department "Neimar", Nis, Serbia

## **COURSES**

December 2016

- MMTI Project Management course, Doha, Qatar

## **DRIVING LICENSE:**

November 2016

- Driving License, Qatar

January 2003

- Driving License, Serbia

## **REFERENCE:**

Available on request