

PLANNING ENGINEER

Shihab Abdul Jabbar

B Tech Civil Engineer
Manama, Bahrain

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OBJECTIVE

To obtain the position of **Planning Engineer** wherein my skills, qualification and experience would contribute effectively to the organization and deliver high quality results and achieve desired goals.

EDUCATION

B Tech Civil Engineering Degree from Mar Athanasius College of Engineering Kothamangalam, kerala India

SKILLS & COMPETENCIES

- Project Planning, Scheduling and Monitoring
- Cost Monitoring and Controlling
- Delay Analysis and EOT
- Management Information Reports and presentation
- Proficient in PRIMAVERA P6.0
- Expert in SAP PM Module
- Microsoft Office (Word, Excel, PowerPoint, MS-Access)

PROFILE

- Engineering professional with 13+ years of experience in Project Control & Management in areas such as Planning, Scheduling, Monitoring & Resource
- Planning. Prepare Baseline Schedule of Works in P6 in accordance with Contract requirements under the guidance/inputs of Planning Manager.
- Update the Working Program in daily basis by regularly monitoring the project.
- Conduct regular meetings with management to communicate the status of the project and requirement to avert possible delays and to mitigate delays.
- Regularly correspond through letters/emails to the CM and subcontractors. Provide information for the weekly and monthly planning report preparation. Maintain Program log register to archive all the submission to the client/subcontractor.
- Maintain Procurement status log to identify long lead items and track material delays. Coordinates and follow up with Material department to speed up the Procurement process and expediting the Materials.
- Prepare Weekly & Monthly progress report which includes S-curves, Progress summary, look-ahead plan, Productivity reports.
- Prepare Histogram & S-Curve for Manpower, Equipment & Material.
- Reviewing and monitoring various sub-contractor's performance against the schedule and communicate to them on various deliverables.
- Prepare KPI (key performance indicator) reports and take corrective measures to achieve desired KPIs.
- Ensure the confidentiality of the company's documentation.

EXPERIENCE SUMMARY

- **AL-FUTTAIM CARILLION, U.A.E (Jun 2005- Dec 2007)**
 - ⊕ *Worked as Site Engineer.*
- **ARABCO W.L.L. Doha Qatar, (Jan 2007 - Jan 2008)**
 - ⊕ *Worked as Project Engineer.*
- **LEIGHTON U.A.E, (February 2008 – February 2009)**
 - ⊕ *Worked as Planning Engineer.*
- **Multiplex-Midegulf, STFA (QP) AEB and Metco, Qatar (February 2009 – February 2012)**
 - ⊕ *Worked as Project Engineer.*
- **QD-SBG Construction, Doha, Qatar (May 2012 – Aug 2018)**
 - ⊕ *Worked as Planning Engineer.*
- **Dar Al Khaleej, Manama, Bahrain (Aug 2018 – Present)**
 - ⊕ *Worked as Planning Engineer.*

PROFESSIONAL EXPERIENCE

Dar Al Khaleej (Aug 2018 – Present)

Manama Bahrain

Position Held: Planning Engineer

Roles/Responsibilities:

- Prepare the Major Job plan in Primavera P6 in accordance with Contract requirements under the guidance/inputs of Planning Manager.
- Visit to Job site to assess the scope of work and determines the skills, materials, tools, resources and special equipment's required to execute the job. Review the drawings and documents for job planning.
- Update the Job progress on daily basis by regularly monitoring the project.
- Clarify and coordinate appropriate work execution, plan/schedule with Site Supervisor to ensure proper safety, optimum, efficiency, and on-target completion of work is performed.
- Provide weekly approved and planned maintenance work to be executed for the following week to better maximize usage of the skills and number of resources available to execute the work during the scheduling time. Mapping the network structure of activities.
- Identify long lead items and follow up the Material procurement.
- Coordinates and follow up with Material department to speed up the Procurement process and expediting the Materials.
- Coordinates between outside contractors/vendors and Maintenance execution and monitors the activities to ensure timely completion of job. Coordinate among the crews for the better utilization of resources.
- Prepare Histogram & S-Curve for Manpower, Equipment & Material.
- Prepare KPI (key performance indicator) reports and take corrective measures to achieve desired KPIs.
- Reviewing and monitoring various sub-contractor's performance against the schedule and communicate to them on various deliverables.
Adhere to other responsibilities as directed by the Planning Manager.

QD-SBG Construction (May 2012 – Aug 2018)

Doha Qatar

Position Held: Planning Engineer

Roles/Responsibilities:

- Prepare the Major Job plan in Primavera P6 in accordance with Contract requirements under the guidance/inputs of Planning Manager.

- Visit to Job site to assess the scope of work and determines the skills, materials, tools, resources and special equipment's required to execute the job. Review the drawings and documents for job planning.
 - Update the Job progress on daily basis by regularly monitoring the project.
 - Clarify and coordinate appropriate work execution, plan/schedule with Site Supervisor to ensure proper safety, optimum, efficiency, and on-target completion of work is performed.
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 - Coordinates between outside contractors/vendors and Maintenance execution and monitors the activities to ensure timely completion of job. Coordinate among the crews for the better utilization of resources.
 - Prepare Histogram & S-Curve for Manpower, Equipment & Material.
 - Prepare KPI (key performance indicator) reports and take corrective measures to achieve desired KPIs.
 - Reviewing and monitoring various sub-contractor's performance against the schedule and communicate to them on various deliverables.
- Adhere to other responsibilities as directed by the Planning Manager.

Multiplex-Midegulf (February 2009 – February 2012)

STFA (QP), AEB and Metco (Doha Qatar)

Position Held: Project Engineer

Roles/Responsibilities:

- Entire work responsibility from tendering to Commissioning Stage.
 - Taking up clearances from concerned Authorities before work starts.
 - Execution of works according to item based BOQ specifications.
 - Execution of works in line & level as per drawing.
 - Monitoring daily progress of works.
 - Provides technical assist to supervisor & subcontractors depending on work.
 - Rectifying technical & other work related issues instantly.
 - Preparation of weekly progress reports & undertaking review meetings monthly basis.
 - Proper Management of workforce & materials.
 - Inspection & Verification of Structural Elements before casting along with Consulting Engineers.
 - Ensuring Quality Assurance of materials & works time to time.
 - Follow up of project economy is at right tract without overflow of expenditure.
 - Track the schedule with actual dates on weekly basis and identifying the delay concerns and informing to the project managers.
 - Preparation of Progress reports on daily/weekly/monthly basis.
 - Preparation of monthly/quarterly progress presentation for management review comparing the planned/Actual progress.
 - Conducting weekly/monthly progress review meeting internally as well as with client and prepare minutes of meeting.
 - Preparation of Staff mobilization and labour requirement schedules.
- Responsible for gathering the project remarks from the site engineers and update the same to the site project manager.

LEIGHTON U.A.E (February 2008 – February 2009)

Position Held: Project Engineer

Roles/Responsibilities:

- Entire work responsibility from tendering to Commissioning Stage.
- Taking up clearances from concerned Authorities before work starts.
- Execution of works according to item based BOQ specifications.
- Execution of works in line & level as per drawing.
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- Responsible for gathering the project remarks from the site engineers and update the same to the site Project Manager.

ARABCO W.L.L. Doha Qatar (January 2007 – January 2008)

Position Held: Project Engineer

Roles/Responsibilities:

- Entire work responsibility from tendering to Commissioning Stage.
- Taking up clearances from concerned Authorities before work starts.
- Execution of works according to item based BOQ specifications.
- Execution of works in line & level as per drawing.
- Monitoring daily progress of works.
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- Preparation of Staff mobilization and labour requirement schedules.
- Responsible for gathering the project remarks from the site engineers and update the same to the site Project Manager.

AL-FUTTAIM CARILLION, U.A.E (June 2005 – December 2007)

Position Held: Site Engineer

Roles/Responsibilities:

- Entire work responsibility from tendering to Commissioning Stage.

- Taking up clearances from concerned Authorities before work starts.
 - Execution of works according to item based BOQ specifications.
 - Execution of works in line & level as per drawing.
 - Monitoring daily progress of works.
 - Provides technical assist to supervisor & subcontractors depending on work.
 - Rectifying technical & other work related issues instantly.
 - Preparation of weekly progress reports & undertaking review meetings monthly basis.
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 - Preparation of Staff mobilization and labour requirement schedules.
- Responsible for gathering the project remarks from the site engineers and update the same to the site Project Manager.

ACADEMIC QUALIFICATION

| QUALIFICATION | INSTITUTION / UNIVERSITY | YEAR OF PASSING |
|---------------|--|-----------------|
| BTECH | M A College of Engineering Kothamangalam, EKM (Dist.), India. | 2005 |

PERSONAL PROFILE

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|---------------------|--------------------------------|
| Current Designation | Planning Engineer |
| Notice Period | One Month |
| Nationality | Indian |
| Passport Number | R8041958 |
| Marital Status | Married |
| Date of Birth | 28 th November 1980 |
| Driving License | Dubai, Qatar, Bahrain, India |

DECLARATION

- I hereby declare that the above-furnished details are true to the best of my knowledge.

SHIHAB ABDUL JABBAR

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