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Senior Manager - Projects

Civil Engineering Industry ~ Telecommunication Industry

Quality conscious & detail oriented Civil Engineer with 11+ years of experience in Project Management, Telecommunication & Construction Engineering, Site Design, Rollout, Civil Works, Quality Control and Client Servicing. Efficiently manage complex projects from conceptualization to construction while maintaining the highest standards of quality. Deliver within agreed quality, cost & time parameters and ensure environmental safety. Deft in material submittal review & approvals as per project specifications. Excellent knowledge of strengths, properties & uses of construction materials. Skilled in interpreting construction drawings & technical specifications.

Knowledge of GSM networks and products. Handle telecommunication projects such as 2G GSM, DU 2G/3G, CDMA, Optical Fiber Network, TSS and Construction of Repeater & E-Micro Sites. Monitor and validate Quality Gates in projects. Experience in constructing solar energy sites (GSM network). Expertise in deploying Cell on Wheel (COW) across multiple locations. Liaise with & manage contractors, consultants, technical supervisors, project teams, regulatory authorities and internal & external clients. Proficient in budgeting, estimating, tendering, contract documentation and time & material cost estimates. Open to new concepts. Undertake feasibility studies. Adroit negotiator. Work well under pressure. Guide & motivate team members. Computer literate.

AREAS OF PROFICIENCY

Risk Management
KPI Reporting
Communication Skills
Financial Management

Site Acquisition Management
Analytical Skills
Installation & Commissioning
Infrastructure Management

Executing High Rise Structures
Interpersonal Skills
Verification of Bills
Occupational Health & Safety

CAREER HIGHLIGHTS

- Received appreciation letters from XXX for successfully managing the "Fiber Optic" Project and "BTS Sites Rollout" Project during phase 1,2,3 and 4.
- Recognized by XXX for outstanding contribution to "Warid GSM" Project in the Southern Region.
- Handled construction of mega projects such as hospitals, schools and residential & commercial multistoried buildings.

PROFESSIONAL WORK HISTORY

Rollout Project Manager, Company A, 2011 to Present

Project: Mobilink 2G GSM Rollout

- Took measures to improve customer satisfaction and gain their confidence. Regularly updated the customer on project planning and the progress of the various activities (project). Addressed & resolved client problems. Coordinated with clients for preparing budget, planning and management of resources.
- Ensured customer satisfaction by fulfilling commitments as per the contract. Handled project team (client) to ensure project delivery as per plan & specification without compromising on quality. Served as the main point of contact on-site for the client.
- Briefed clients during weekly progress meetings. Oversaw design features for the project. Reviewed design submissions. Interfaced with the designated design consultants & local authorities.
- Actively took end-to-end ownership of the project from conceptualization through schematic design, detailed design, documentation on to construction. Undertook preliminary feasibility study for each stage in the project.
- Monitored & guided a team of technical supervisors on site to ensure operational compliance with regulatory requirements and client specifications.
- Coordinated with regulatory authorities and client's contractors for planning, design, supervision and leadership to ensure project completion within stipulated timeline.

Construction Manager, Company B, 2010 to 2011

Project: DU 2G/3G Turn-Key Rollout

- Communicated with customer to get approval for site standard design, materials and other details. Liaised with subcontractors to finalize contract as per FIDIC regulations. Directed consultants to execute work according to the prescribed design and construction standards.
- Successfully executed civil works. Informed the concerned authority on decisions that had a bearing on program, budget and quality. Assumed responsibility for financial management of construction activities. Oversaw the work of contractors & consultants.
- Coordinated with management during progress meetings and took appropriate decisions. Possess sound knowledge of design documentation, drawings, specifications, contract terms & conditions and other special requirements including monitoring project milestones.
- Updated management on project status and performance of the supervising consultant & key contract staff. Compiled & presented monthly cost forecasts. Interfaced with client for Partial Acceptance & Final Acceptance.

National Construction Manager, Company B, 2009 to 2010

Project: Etisalat/PTCL GSM/CDMA

- Assumed responsibility for complete site operations including construction of indoor and outdoor GSM and CDMA infrastructure. Value engineered all activities related to site construction resulting in cost reduction.
- Interfaced with internal & external clients to ensure bottleneck free construction at site. Streamlined project implementation to control cost & quality of workmanship within prescribed budget & stipulated timeline to the satisfaction of the client.
- Established guidelines, processes, and procedures according to Etisalat/PTCL philosophy & standards to ensure best work practices. Coordinated & chaired internal & external meetings regularly. Compiled & presented multiple internal & external weekly/monthly status reports.

Regional Construction Manager, Company C, 2009

Project: Warid GSM 2G Turn-Key Rollout

- Handled all civil works responsibilities as per XXXwei procedures to meet contract / customer directives. Monitored and guided sub contractors for installation in accordance with installation process/instructions laid out in the firm's procedural manual.
- Coordinated with the client with regard to installation, verification and acceptance of civil works. Reported to the concerned authority the non performance of sub contractors (long response time, not complying with time frames and delivery & quality issues).
- Interfaced with sub contractors for planning, staff allocation and supervision of civil work. Liaised with Project Manager for project implementation. Coordinated meetings to resolve problems pertaining to installation and engineering.

Manager - Civil Works, Company D, 2008

Project: MTC-Zain 2G/3G GSM Turn-Key Rollout

- Interacted with sub contractor for civil work activities. Prepared and issued site scope for civil work. Evaluated the progress of civil work, removed bottlenecks and implemented remedial actions. Interfaced with other departments. Ensured all outstanding issues were cleared.
- Liaised with customer for performing Partial Acceptance Test. Teamed with Project Manager to plan & implement schedule and handover competence. Assumed responsibility for site acquisition, project plan, project documentation, progress monitoring & tracking, project budgeting & subcontractor management.
- Monitored the progress of work with reference to scope of work, drawings and specifications. Interacted with contractors, consultants, clients and suppliers for project operations. Updated client regularly on project progress and ensured quality of work.
- Actively involved in engineering coordination's and handled other administrative responsibilities. Prepared equipment and materials requisition report. Ensured safe working conditions for the workers on site. Organized daily & weekly meeting with customers, consultants and subcontractors.

Senior Civil & Power Engineer, Company E, 2006 to 2007

Projects: XXX Optical Fiber Network Project, Tower Audits, Quality Audit for XXX Sites, Partial/Final Acceptance for XXX MGW Sites, TSS and Construction of Repeater & E-Micro Sites and Tower Audit for XXX MSC, HUB, BSC and BTS sites

- Actively involved in the implementation of Phase-II, Phase-III, Phase-IV and Phase-V in Southern Region. Successfully completed more than 500 GSM sites.
- Assumed responsibility as civil inspection representative for visiting all nominated sites in assigned locations. Observed, confirmed, verified and implemented remedial actions on a need basis for vendor activities.

- Verified built quantities with regard to Partial Acceptance Test (PAT). Monitored the progress of construction activity across designated sites. Visited sites to inspect & authenticate the quality of construction as per accepted norms. Cleared punch list at sites for the final acceptance of the network systems. Presented recommendation of final acceptance to the management.
- Updated the concerned authority on the technical issues that might arise during project operations. Took ownership for activities such as planning & execution of inspections, monitoring of material tests, identifying and commenting upon poor work quality or construction practices, review milestones and site schedule.
- Measured & verified quantities for final as built. Compiled a report on project progress and quality of construction activity.

Senior Civil and Electrical Engineer, Company F, 2004 to 2005

Project: XXX 2G GSM

- Assumed responsibility for all technical aspects related to site survey. Reviewed site design. Involved in detailed engineering. Monitored construction activities at all XXX BTS sites. Managed scheduling of construction work and prepared documents.

Manager - GSM Projects, Company G, 2003 to 2004

Projects: XXX GSM Pakistan, Mobilink GSM Pakistan, Ufone GSM Pakistan, Warid GSM Pakistan

- Compiled & presented feasibility reports for the existing structures at the following client site: Ufone Telecom, Mobilink, Warid Telecom and XXX GSM Towers. Conducted & analyzed a technical survey at FOTCO Jetty (Fauji Oil Terminal & Distribution Company Ltd., Port Qassim, Karachi).

Assistant Construction Manager, Company H, 2001 to 2002

Project: White Oil Pipeline Project (WOPP), under the aegis of Ministry of Petroleum and Natural Resources in collaboration with China Petroleum

- Validated the accuracy & completeness of information with respect of claims on payment by consultants & contractors. Liaised and coordinated with multiple departments and several government organizations to ensure bottleneck free and timely completion of project.
- Recommended submittals, variation requests and site instructions. Streamlined processes to ensure operation costs within budget. Evaluated the performance of contractors. Ensured compliance of contractors work activities in line with the scope of services and contractual obligations & standards.
- Oversaw daily site activities. Carried out inspection of works regularly. Verified compliance of all construction documents.
- Inspected all construction activities. Recommended remedial actions in case of shortfalls. Actively involved in scheduling of manpower, review testing and preparing inspection plans for civil & structural works.
- Verified claims & invoices made by the contractors. Audited contractors punch-list items for system turnovers. Monitored safety compliance.

Project Engineer, Company I, 2000 to 2001

- Coordinated with relevant authorities, various departments (including infrastructure & development), consultants & contractors to obtain NOC's and other permits for the timely completion of the project without any contingencies.
- Checked snagging list prepared by consultants. Advised on acceptance / rejection till final completion. Interfaced with consultants for their recommendations on extension time claims by contractors. Liaised with consultants for the tender process of provisional sum packages.
- Took measures to award contracts on time. Handled implementation of site safety standards. Provided assistance & advised Senior Manager (Projects) on corrective measures for under performance, review of any claims, variation orders and program issues for further action.

PROFESSIONAL TRAINING

- Introduction to GSM (TM2100), Siemens, 20XX.
- Course Diploma (Product Training 48v DC Power Supply System), Power One, 20XX.
- Tower Climbing Course, MCONZULT, 20XX.
- Safety and Security Training, Occupational Safety And Loss Prevention, (OSALP), 20XX.
- Team Work Training, HR Department (XXX Pakistan).
- Basic First Aid Training, Umbrella Risk Management, 20XX.
- Basic First Aid Session, Health Independence Life & Liberty (HILL), 20XX.
- Optical Fiber Splicing & OTDR Testing Training, PTCL, 20XX.

PROFESSIONAL AFFILIATIONS

- Member Pakistan Engineering Council (PEC).
- Associate Member of American Society of Civil Engineers (ASCE).
- Member Pakistan Institute of Management (PMI).
- Assessment Approved by Canadian Council of Professional Engineers (CCPE).

EDUCATION

- BE in Civil Engineering, NED University of Engineering and Technology, Pakistan, 2000.
- Project Management Professional (Completed 36 Credit hours), Project Management Institute, 2010.

COMPUTER PROFICIENCY

- Windows 95/XP/Vista/7 , MS Project, MS Office and MS Windows.

PERSONAL DETAILS

- Languages Spoken: Urdu and English.

References furnished upon demand