

## AHAMED ASHAK FAROOK

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Mobile : +94777922801  
Nationality : Sri Lankan Muslim  
Civil Status : Single  
Language : English



### CAREER OBJECTIVES

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To pursue a prosperous career in Quantity Surveying, Which secures responsibility and efforts the opportunity to utilize and enhance my knowledge, experience and communication skills and have a challenging and long term employment with prospective employer, offering personal and professional growth.

### WORKING EXPERIENCE

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**Designation** : Quantity Surveyor  
**Company** : Department of Buildings, Ampara  
**Project** : Premature Baby Unit General Hospital Ampara (3 Storey Building)  
**Duration** : From July 2015 – April 2016  
**Contract Value** : LKR 52.96 M

#### Duties & Responsibilities:

- Taking off Quantities to prepare work done sheet for civil works & MEP works.
- Take off to finalizing the sub-contractor works.
- Preparing interim Valuations with work done for claim.
- Joint measurement of sub-contractor's interim payments.
- Coordinates work between the project site and office
- Reviewing and checking the Sub-Contractor's payment Application.
- Checking & evaluation the Sub-contractor's variation orders for civil & MEP.
- Maintain day work records, Approvals & variation orders.
- Monitoring & supervision of work on site.
- Attend progress & technical meeting.

**Designation** : Assistant Quantity Surveyor  
**Company** : Shifaya Enterprises, Sri Lanka  
**Project** : Construction of 3-Ward Complex, Base Hospital Akkaraipattu.  
**Duration** : From March 2014 – July 2015  
**Contract Value** : LKR 90.46 M

#### Duties & Responsibilities:

- Participated in preliminary Site Investigation
- Take off quantities for Civil works
- Preparation of bill of quantities
- Assist to prepare Interim payment certificate
- Prepare day work schedule
- Assist to prepare variations
- Assist to prepare progress reports

- Maintain the tracking schedule
- Attend meeting, Assist to prepare minutes of meeting.
- Invite quotations from suppliers to update cost database and develop unit rates to support estimation

### **PROFESSIONAL QUALIFICATIONS**

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- Successfully completed the **National Diploma in Quantity Surveying (NVQ-05)** in Hardy College of Technology, Sri Lanka.
- Successfully completed the **Certificate in Building Construction Technology** in Zonal Education Office.
- Successfully completed the **Advanced Diploma in AutoCAD (2D & 3D)** in Computer Learning Centre.

### **OTHER QUALIFICATION**

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- Expertise in MS-Office packages & Auto CAD
- Completed Computer Application Assistant, NAITA
- Completed Basic English, Open University of Sri Lanka

### **KNOWLEDGE OF MEASUREMENT PRACTICE**

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- Sri Lanka Standard- 573 (SLS 573)
- Standard Method of Measurement-7 (SMM7)
- Civil Engineering Standard Method of Measurement-3 (CESMM3)
- New Rules of Measurements-2 (NRM-2)

### **SKILLS AND INTEREST**

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- Good interpersonal skills and Team worker
- Good athletic player & interest in swimming
- Ability to learn and work independently

### **NON RELATED REFEREES**

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A.L.Fasmin.  
 Project Quantity Surveyor  
 BSc. (Hons) CM&QS, BSc. Phy.Sci, HNDE QS, MQSi  
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I certify that to the best of my knowledge and belief, this resume true and correctly describe my qualification and experience.

**Ahamed Ashak Farook**