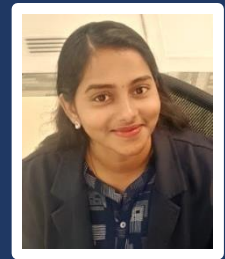


# SOORYA PADMINI

## Quantity Surveyor ( RICS APC Candidate )

 Flat #246, Al Shebley Building, Dubai Investment Park 2, Dubai.  
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 sooryasarath2018@gmail.com



A Civil Engineering Graduate seeking to pursue career with a progressive and dynamic organization providing a mutually beneficial environment, where I can contribute to the organization goals as well as to help myself to strengthen my job within the organization.

### Work Experience:

#### **Project Quantity Surveyor (Site QS) – March 2023 to Present**

Employer – **Al Adrak Contracting Co. LLC, Dubai.**

**Type of Project – High rise Buildings**

##### **RESPONSIBILITIES & DUTIES:**

- Coordinate in contracts & administrations in relations to all contractual matters.
- Preparation of RFP's
- PC adjustments
- Preparing commercial enquiries & tenders
- Handling FIDIC contracts
- Involving in discussions and meetings with Consultant and Client
- Coordinate with projects & procurement team to align on vendors
- Prepares quantity takes off
- Preparation of contracts and its finalization as required
- Monthly and interim payments certification
- An ability to interfere with across the team
- Reporting on all commercial aspects at regular intervals
- Commercial documentation management and control.
- Preparing subcontractor's payment certificates
- Claim & change management administration & control.
- Works closely with commercial teams of employed Consultants, Contractors & Subcontractors and suppliers and integrates their work after his validation into overall commercial success.

#### **Quantity Surveyor (Pre-tendering)– May 2022 to March 2023**

Employer – **Ginco Contracting Co. L.L.C, Sharjah**

**Type of Project – High rise Buildings & Villas.**

##### **RESPONSIBILITIES & DUTIES:**

- Review of all technical and commercial tender documents/drawings from client and to ensure relevant documents/drawings are available.
- Work closely with relevant discipline engineers (Architectural, HVAC and Structural) to proper costing, qualification and specification during the bid.

#### **Quantity Surveyor – May 2019 to April 2022**

Employer – **Ecogreen Contracting & Landscaping LLC, Dubai, UAE.**

**Type of Project - Residential Villa & G+4 Buildings**

##### **RESPONSIBILITIES & DUTIES:**

- Preparation of complete tender BOQ and compiling contract documents
- Finalization of tender bid by keeping overhead and profit as per Management decision and preparation of Final draft for tender submission.

#### **Quantity Surveyor Cum Site Engineer – February 2018 to February 2019**

Employer : **VISWAS CONSTRUCTIONS, KERALA, INDIA**

#### **Graduate Apprentice Trainee – January 2017 to January 2018**

Employer : **REGIONAL CANCER CENTRE, TRIVANDRUM, INDIA**

### Personal Traits

- Date Of Birth: 01 April 1995
- Passport Number: P4129490
- Visa Type: Employment

### Highlights

- Results-oriented
- Revenue generation
- Ability to motivate staff and maintain good relations
- Resistance to stress
- Good manners

### Skills

- Auto CAD
- Total Station Survey
- Quick learner
- Project Completion

### Education

- **B. TECH (CIVIL ENGINEERING)**  
KVM College of CE&IT (2016)  
CUSAT University.  
(8.11 CGPA with Distinction)
- **HIGHER SECONDARY SCHOOL**  
GHSS Ramapuram. (2012)  
Higher Secondary Board  
80 %
- **HIGH SCHOOL**  
GHSS Ramapuram. (2010)  
SSLC  
95.5 %

### Languages known

- English
- Hindi
- Malayalam
- Tamil