



**Ayman Nedal Saleh**  
**Quantity Surveyor/procurement | Estimation Engineer**  
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Visa Status : Employment Visa  
Notice Period : 30 days

## OBJECTIVE

To work in an intellectual environment, that demands analytical skills, communication skills, and contribute towards building strong and performing teams that ensure sustenance in delivery and successes of the organization, seeking a challenging position in a dynamic construction organization to contribute to the efficient procurement and successful execution of construction projects

## EDUCATION

BSc civil engineering • 30-6-2018 • applied science private university

GPA 77 (very good)

Languages:

Arabic: Native Speaker.

English: Very Good

Command reading, speaking and writing.

## EXPERIENCE

September -2019 to– Present. Dubai, UAE.

**Position:** Quantity Surveyor/procurement

**Company:** Amar Al Khaleej Construction LLC

**Reporting to:** Managing Director & Projects Manager

### Responsibilities:

- To control and monitor all commercial aspects in the delivery of project throughout the construction life cycle of the project.
- Monitoring procurement costs, analyzing spending patterns, and identifying cost-saving opportunities. Implementing strategies to optimize procurement processes and reduce expenses
- Obtaining Quotations from subcontractors with scope of work compliance Project Specification, Preparing the Technical & Commercial Comparison.
- Inviting shortlisted vendors one by one to Procurement Department to discuss technically and commercially the price and payment terms as per company policy and standards.
- Negotiating favorable terms, pricing, and contracts with suppliers to ensure cost-effective procurement. Drafting and managing contracts with suppliers, including terms and conditions, delivery schedules, and quality requirements.
- Documentation such as preparing submittal logs and follow up on submittals with consultant.
- Contract drafting as per company policy/standards.
- Coordinating to deliver the material to site on time as per project requirements.
- Preparing payment certificates for the subcontractors including checking the amount of work done of the scope of work and compare it with tendering quantities and insure applying the agreed payment terms.
- Scheduling all contractors and materials delivered as per site progress and requirement.
- Supporting tendering department with updated prices and new vendors for budgeting in projects.
- Supporting & guiding the purchasers on procuring consumables & accessories.
- Conducting viability studies and cost estimates. Provide assistance to the team during negotiations, arbitration, or any other forms of dispute resolution.
- Preparation of variation claims and final bill and cost anticipated report for consultant/client.



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## IT SKILLES

- AutoCAD
- Microsoft office
- Primavera P6
- REVIT
- STAAD PRO

## SKILLS

- Estimated quantities and cost of materials, equipment and labor to determine project feasibility.
- Achieve Value for Money in all procurement activities.
- Manage Procurement Process and Contracts Management
- Ability to take up comprehensive responsibility of execution of all designated projects, responsibilities for budget, time, safety and quality.
- Excellent negotiating skills.
- Excellent command of English, Arabic
- Inspected project sites to monitor progress and adherence to design specifications, safety protocols and local authority standards.
- Conducted routine quality audits to ensure that work was progressing per the specifications.
- keep good relationship with subcontractors
- Scheduled all contractors and materials deliveries.
- UAE driving license.

### Projects

|   | Value        |
|---|--------------|
| 1- 2B+G+4 Karama Building Plot No. 318-0906                         | (16,570,000) |
| 2- G+3 Hemreyya Building Plot No. 313-0113                          | (9,450,000)  |
| 3- G+4 Labor Accommodation Plot No. 599-1708                        | (17,000,000) |
| 4- 2B+G+3+R Hemreyya 2 Building Plot No. 313-0567                   | (19,600,000) |
| 5- G+M Hammadi Factory Plot No. 364-0371                            | (11,700,000) |
| 6- G+5 Residential & Commercial Building (ARJAN) Plot No. 673-1209  | (26,000,000) |
| 7- G+1+R Mohammed Al Balawi Villa Plot No. 618-5931                 | (3,100,000)  |
| 8- G+M 10 Warehouses Plot No. 599-1138                              | (10,000,000) |
| 9- Two G+4 Labor Accommodation Plot No. 599-1706 & 599-1707         | (36,000,000) |
| 10- 69 warehouse G only Plot No. 599-0419, Jebel Ali Ind 1st, Dubai | (22,000,000) |
| 11- G+M+3+Roof Commercial and Residential, plot 312-2374            | (9,000,000)  |
| 12- G+3+Roof Commercial & Residential, Plot 318-1277 at Al Karama   | (7,458,000)  |
| 13- Factory on Plot 987-5842 Al Layan 1st, Dubai                    | (15,000,000) |
| 14- Villa (B+G+1+R) on Plot No. 631-6941, Dubai Hills               | (5,890,000)  |
| 15- G+5 +R Plot No. JVC13MMRP003 at Al Barsha South Fourth Dubai    | (25,000,000) |

**Site engineer** • Office of Fahed Radwan • June-2018 to– September-2018.  
Salameh commercial building. AMMAN, Jordan.

My role included site works supervision. The responsibilities were:

- Checking materials and work in progress for compliance with the specified requirements.
- Ensuring equipment and procedures comply with safety regulations.
- Resolving technical issues with employer's representatives, suppliers, subcontractors and statutory authorities.
- Liaising with company or project purchasing department to ensure that purchase orders adequately define the specified requirements.
- Measurement and valuation (in collaboration with the project quantity surveyor where appropriate).
- Assist the project team to ensure the works are constructed to quality required by the contract drawing and specification.
- Making daily report and reporting to construction manager.

**Quantity surveyor** • Office of Fahed Radwan • February-2018 to– june-2018.  
Golden Hills School. Amman, Jordan.

- Conducting feasibility studies to estimate materials, time and labor costs.
- Preparing, negotiating and analyzing costs for tenders and contracts.
- Coordination of work effort.
- Valuing completed work and arranging for payments.



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