

QS. CHIMEZE N. MMOM, FIMC, CMC, M. ASCE, MNIQS, RQS

(CONTRACT LAW SPECIALIST WITH HSSE - OPITO HUET-EBS)

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REGISTERED QUANTITY SURVEYOR (RQS)

KEY SKILLS

- Cost control
- Measurement
- Estimating
- Bills of quantities
- Material take-off
- Valuation
- Payments
- Change orders
- Contracts administration
- Procurement
- Final accounts
- Project management
- Claims and Arbitration
- Strong numerical skill
- Administrative skill
- Interpersonal skill
- Coaching/mentoring
- Self-starter (working without supervision)
- Organizational skill
- Managing subcontractors
- JCT, FIDIC
- AutoCAD
- Ms Office (word, Excel, outlook)
- CostX (Basic)

EDUCATION & TRAINING

YEAR: 2019

COURSE NAME: Offshore Safety Course (OPITO Helicopter Underwater Escape Training with EBS)

INSTITUTION: Charkin Maritime & Offshore Safety Centre

YEAR: 2019

COURSE NAME: Contract Law: From Trust to Promise to Contract

INSTITUTION: Harvard University (through edX), USA

YEAR: 2019

PERSONAL SUMMARY

A creative, committed, results driven, self-motivated and Professional Quantity Surveyor (PQS) with several years of experience covering all facets of cost management of construction projects. Working as part of a busy team effectively managing all contracts and costs relating to building, civil, mechanical and electrical engineering, oil & gas construction (onshore & offshore), pre & post contract services. With a proven track record of minimizing the costs of a project and enhancing value for money, while achieving the required deliverables. Proactive with the ability to plan ahead when working on construction projects, eliminating cost over-run. He can communicate effectively with clients, contractors, suppliers and would be an asset to any company who respects loyalty, honesty and responsibility. He is looking for a change of speed from his current job, seeking long term career progression in a dynamic, ambitious and growing organization where he can showcase his career and progress within the organisation as it continues to thrive.

PROFESSIONAL EXPERIENCE

JOB TITLE: Quantity Surveyor (Cost Estimator)

COMPANY: Deux Project Limited

DATE: February, 2019 to Date

Key Responsibilities/Achievements

- Prepared commercial proposals, project cost basis profitability analysis, Prepared contracts and negotiated revisions, changes and additions to contractual agreements, Prepared claims and progress valuation/certificates. Planned, organized, directed, controlled and evaluated daily project and tender operations.
- Maintained efficient contract supervision/administration, prepared tender documents, BOQ and preliminary cost estimates and budgets. Produced interim financial reports on projects. Prepared and submitted construction project budget estimates.
- Supervised and managed project cost planning, controlling and monitoring.
- Prepared detailed cost plan, established the initial budget, participates in pre-bid and tender negotiation meetings, Planned and managed budgets.

COURSE NAME: Management Consulting -Certified Management Consultant (CMC)

INSTITUTION: Institute of Management Consultants, Nigeria.

YEAR: 2004

COURSE NAME: B. Sc. Degree in Quantity Surveying (Upper Division-2:1)

INSTITUTION: Imo State University, Owerri, Nigeria.

YEAR: 2017

COURSE NAME: Public procurement of engineering projects and consultancy services in Nigeria, (Nigerian Procurement Act)

INSTITUTION: The Nigerian society of engineers (NSE)

YEAR: 2016

COURSE NAME: The Role of quantity surveying in the development of Nigerian economy

INSTITUTION: Quantity Surveyors Registration Board of Nigeria (QSRBN)

YEAR: 2015

COURSE NAME: Measurement and cost management of engineering infrastructure projects

INSTITUTION: The Nigerian institute of quantity surveyors (NIQS)

YEAR: 2015

COURSE NAME

- Examined and analysed tenders received and prepared tender analysis and reports for the selection of subcontractors, Developed and implemented quality control programs.
- Planed and prepared construction schedules and milestones and monitored progress. Compiled measurements for and prepared bills of Variations to the construction contracts in respect of authorised variation orders.

JOB TITLE: Quantity Surveyor

COMPANY: Nigerdock Nigeria Plc – FZE/Prime Services

DATE: September 2018 to January, 2019

Key Responsibilities/Achievements

- Prepared Material Take-offs (MTO) and Bills of Quantities (BOQ) from drawings and specifications for estimation and conducted tender analysis for purchase order. Prepared work sheet/cost analysis and segregated category of works involved in the project proposal.
- Generated request to subcontractors and suppliers. Prepared and evaluated construction and development tenders from information provided by architects, engineers and other design consultants and negotiated and recommended award of contracts to successful sub-contractors/suppliers.
- Evaluated and analysed quotations obtained from different suppliers & subcontractors, ensured quantities and specifications are in line with tender and projects specifications. Prepared cost estimate for different phases of the project management life cycle. Checked verified and maintains records of built/ site measurements and quantifications for further approval.
- Measured progress of works with clients and advised Company on improvements, strategies, and estimated cost. Reviewed contract documents, (BOQ, drawings, specifications, RFQ.

JOB TITLE: Quantity Surveyor/Contract Manager

COMPANY: Nigeria LNG Limited/Ginosko

DATE: June 2013 to August, 2018

Key Responsibilities/Achievements

- Ensured project cost control/cost management were carried out effectively. Produced on a weekly basis the cost report of the project/package, maintained contractual requirements during project execution. Monitored cost of all other NLNG GTS host community projects.

- Oil and gas safety and health management system
- Competent drilling floor man training.

INSTITUTION: Institute of drilling and petroleum engineering, Nigeria

YEAR: 2014

COURSE NAME: Modern trends in information communications technology (ICT) for an effective project delivery

INSTITUTION: The Nigerian Institute of quantity surveyors (NIQS)

YEAR: 2014

COURSE NAME: The challenges of environmental sustainability and the imperatives of efficient cost management in Nigeria

INSTITUTION: The Nigerian Institute of quantity surveyors (NIQS)

YEAR: 2014

COURSE NAME: Project management professional (PMP) training,

INSTITUTION: Longhall consulting Nigeria,

YEAR: 2014

COURSE NAME: Global perspectives on quantity surveying, cost engineering & project management

- Monitored project Milestone/deliverables in accordance with the contract drawings. Prepared monthly valuation for Interim payment certificate. Verified claims and variation request submissions from contractors and subcontractors and analysed risk involved for successful project management.
- Managed the feasibility and viability study of proposed projects and procured and agreed the services of contractors and subcontractors who worked on the new build construction and other building projects.
- Represented our organization in contract meetings and systematically negotiated prices for offer with emphasis on cost, Safety and quality control.
- Managed the company projects in validating the scope of work, costs estimates/ budget and liaised with clients while working collaboratively with other construction professionals such as site managers, project supervisors, site engineers and project managers.
- Managed Investors/contractors projects, correspondence, forecasted the cost of the projects and ensured that specific projects were completed within the initial budgets.
- Successfully managed and supervised other crew members and collated their reports for project close-out.

JOB TITLE: Quantity Surveyor/Project Manager

COMPANY: Prime Cost Engineering Company

DATE: January 2009 to May 2013

Key Responsibilities/Achievements

- Supervised general maintenance jobs, Prepared commercial evaluations of tenders. Hired plant and equipment, and allocated transport deliveries for construction.
- Assessed construction works in line with client's requirements and Architects/Engineers drawings. Ensured the health & safety of all employees, contractors and suppliers.
- Coordinated company general administration & asset management, Ensured efficient Post contract administration and control. Conducted and participated in arbitration and court hearings, negotiated and supported alternative dispute resolution activities.
- Worked with the operational team and organised movement and maintenance of assets. Prepared, submitted and managed progress invoices, valuation of changes and finalized contracts.
- Prepared bills of quantities (BOQ)/bills of engineering measurements (BEME). Managed contractual claims and construction projects.

INSTITUTION: Quantity surveyors registration board of Nigeria (QSRBN) Abuja.

YEAR: 2011

COURSE NAME: Emerging developments in the construction industry.

INSTITUTION: Nigerian institute of quantity surveyors.

MEMBERSHIP

A Member, Canadian Institute of Quantity Surveyors (CIQS)

Fellow, Institute of Management Consultants (FIMC), Nigeria

Member, American Society of Civil Engineers (M. ASCE) Virginia, USA.

Royal Institution of Chartered Surveyors (MRICS in view)

Member, New Zealand Institute of Quantity Surveyors (NZIQS)

Fully Registered Quantity Surveyor (FRQS) of the Quantity Surveyors Registration Board of Nigeria (QSRBN), Abuja.

Member, The Nigerian Institute of Quantity Surveyors (MNIQS), Abuja Nigeria.

- Prepared engineering certificates of completed works (interim and final payment certificates).
- Coordinated general operations and processes, managed contracts compliance and ensured critical timelines were met, brought 25% savings through the elimination of variations and unnecessary overtime.
- Effectively managed the entire project team with no accidents. Managed administered and co-ordinated all types of construction and development projects, including contracts and sub-contracts, construction progress schedules, cost control systems, and work measurements.

JOB TITLE: Quantity Surveyor

COMPANY: Devcost Associates

DATE: October 2006 - December 2008

Key Responsibilities/Achievements

- Prepared procurement/Tender documents and contractual agreements and supervised all projects both new and refurbishment works and ensured projects were completed as scheduled.
- Carried out cost analysis of proposed projects, ongoing and refurbishment works, prepared, developed and assessed construction works in line with client's requirements and architects/engineers' drawings.
- Prepared bills of quantities (BOQ)/bills of engineering measurements and evaluation (BEME) and attended bids opening and meetings.

AVAILABILITY

Available to start within Two (2) weeks

REFERENCES

References are available on request.