



## JOBIN MATHEW PMP®

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### Certified Project Manager

CONSTRUCTION MANAGEMENT

PROJECT MANAGEMENT

CIVIL ENGINEERING

Total Experience - 12 Years

Middle East Experience - 11 Years

### SIGNATURE SKILLS

- ~ Project Management
- ~ Construction Management
- ~ Schedule Management
  - ~ Cost Management
- ~ Resource Management
  - ~ Risk Management
- ~ Change Management
  - ~ Scope Management
- ~ Cost Analysis / Estimation
  - ~ Technical Submission
- ~ Design Improvement & Changes
  - ~ Procurement Management
  - ~ Contracts Management
- ~ Safety & Quality Assurance
  - ~ Stakeholder Management
- ~ Cross-Functional Coordination
  - ~ Agile Practices

### TECHNICAL SKILLS

- ~ Operating Systems: Windows
- ~ Packages: MS Project, Office, AutoCAD  
Aconex

### CERTIFICATION

Project Management Professional (PMP®)  
 Credential ID # 3246556  
 Issue Date : 09 May 2022  
 Expires on : 09 May 2025

### MEMBERSHIP

Project Management Institute (PMI)  
 Membership ID # 7920791

## PROFESSIONAL SNAPSHOT

**VALUED PROJECT PARTNER:** Highly skilled in end-to-end Project Management from initiation, scoping, estimations, budgeting, resource/material planning, construction/site administration, cross-functional coordination, progress tracking, status reporting, close-out reports to timely handover within QA & cost norms. Successfully executed and coordinated milestone inspections and handing over of numerous Civil, Mechanical, Electrical, HVAC and Fire Protection Projects

**TECHNO-COMMERCIAL EXPERT:** Expertise in evaluating resource needs for projects, performing Estimations, Rate Analysis, Standard Quantities, Valuations, Material Planning & Reconciliation. Directed Techno-Commercial Activities like Tendering, Bidding, BOQ, RFQs/ RFPs, Contracts Finalization, Payment Certificates, Claims & Variation Statements, POs, Work Orders, Client & Contractor Billing, Payments, Changes in Project Scope (Variation Orders), and resolution of Claims in Multi-Disciplinary Engineering Projects

**RESULTS-DRIVEN LEADER:** Recognized for leading & mentoring project teams and liaising with consultants, clients, sub-contractors, suppliers and thirty party firms for technical specifications, securing of necessary approvals/ certifications and smooth project execution as per client's requirements, and in adherence to specified standards, building bylaws and govt. regulations

## CORPORATE SUCCESS

### Jan'2022 to May'2022: WSP in the Middle East, Kuwait as Construction Manager

#### Significant Highlights

- **Spearheaded the gamut of project work** from Initiation, Planning, Execution and Handing over
- Instrumental in providing technical consultancy for entire gamut of project work from planning, completion till handing over of high-profile infrastructure projects and electro-mechanical projects
- Pivotal role in coordinating all project activities for **delivering the project to the client in line with contractual requirements**, ensuring resource optimization and exceeding projected profit margins
- Resolved contractual/legal matters/ complications and driving appropriate action for not compromising or exposing to unnecessary risks. Liaised with **relevant managers for:**
  - **Development & establishment of construction schedule** and mechanisms for monitoring subsequent progress against schedule. Ensuring a dynamic implementation of corrective actions at appropriate level where deviations from plans occur
  - **Ensuring that project monitoring system is properly implemented**, financial performance is reviewed at appropriate level and frequency to achieve effective project finances control
  - **Establishing effective monitoring and reporting systems** to ensure that company policy, ISO 9000, local labor laws, quality control & assurance and safety procedures are consistently implemented, taking remedial action where non-compliance is identified
- Reviewed & **assessed integrity, frequency and value of all reporting**, establishing revised systems to ensure that project management have necessary up-to-date information to meet its objectives, providing required reporting to all key stakeholders
- **Stellar role in representing company's interests with customers**, partners, vendors and subcontractors, estimating stage wise quantities, negotiating terms & conditions for ensuring timely availability of resources to meet project milestone
- Implemented stringent Quality Systems and Safety Plans to ensure quality, adherence to HSE guidelines & minimizing fatality

#### Major Projects Handled

- **Replace Fire Suppression System at Building 229, Camp Arifjan** from Jan 2022 till Mar 2022 for US Army/ Vectrus International
- **DCA Chiller Replacement Project, Camp Arifjan** from Jan 2022 till Mar 2022 for US Army/ Vectrus International
- **Solar Lights and Car Parking Project, Camp Arifjan** from Jan 2022 till Mar 2022 for US Army/ Vectrus International
- **Light Pole Repair Project, Camp Arifjan** from Jan 2022 till Mar 2022 for US Army/Vectrus International

## ACADEMIC CREDENTIALS

- Bachelor of Technology (B.Tech) in Civil Engineering from Musaliar College of Engineering & Technology, Pathanamthitta under Mahatma Gandhi University, Kerala in 2010 with 73% aggregate.

## INITIAL CAREER

**Mar 2011 to Sept 2012: Consolidated Contractors Company (CCC), Abu Dhabi As Civil Engineer**

**1.8 MMBOPD Bab Thamama G & Habshan 2 (BTG Oil & Gas) from Mar'2011 to Sep'2012 for Abu Dhabi Company for Onshore Oil Operations (ADCO), Abu Dhabi, UAE with National Petroleum Construction Company (NPCC)**

**Sep'2010 to Mar'2011: Kribaa Projects, Kerala, India as Civil Engineer**

**Vertical Extension of NDT Facility at RFF, VSSC from Sep'2010 to Mar'2011 for Indian Space Research Organisation (ISRO) with Vikram Sarabhai Space Centre (VSSC), Thumba**

## PERSONAL SNIPPETS

**Date of Birth:** 22-03-1988

**Nationality:** Indian

**Languages Known:** English, Arabic, Hindi and Malayalam

**Driving License:** Valid Indian, Oman & Kuwait DL

**Present Address:** Block 4, Street 4, Jleeb Al Shuyoukh, Kuwait

**Permanent Address:** Kurumpil Salem, PO: Manakala, Adoor, Pathanamthitta, Kerala, India (+91-9947484847)

## Apr'2017 to Jan'2022: Arabi Company WLL, Kuwait as Project Manager

### Significant Highlights

- Administered project operations for infrastructure projects and electromechanical projects; controlled construction schedules, project costs, resources and work force for successful completion of projects without any delay.
- Instrumental in rendering consultancy for entire gamut of project work from planning, pre-construction stage, completion till handing over
- Played a stellar role in end-to-end project management guiding teams across estimation, procurement, design and construction. Led teams from project initiation till project close out
- Acquired approval for schematic designs, followed by processing detailing for construction process

### Major Projects Handled

- Construct Fire Department Training Tower at Camp Arifjan from Aug'2020 to Dec'2021 for US Army/ Vectrus International**
- Fresh Water and Lift Station Maintenance at Camp Arifjan and Buehring from May'2018 to Jan'2022 for US Army/ Vectrus International**
- Man Hole and Hand Hole Maintenance at Camp Arifjan from May'2018 to Jan'2022 for US Army/ Vectrus International**
- Irrigation of Patton Boulevard Landscape, Camp Arifjan from Apr'2021 to Jan'2022 for US Army/ Vectrus International**
- Lighting for Soft Ball Field, Zone 6 at Camp Arifjan from Jan'2020 to Mar'2021 for US Army/ Vectrus International**
- Lift Station # 4 Upgrade at Camp Arifjan from Jul'2020 to Dec'2020 for US Army/ Vectrus Intl.**
- ETC Fuel Tank Upgrade at Camp Arifjan from Sep'2020 to Dec'2020 for US Army/ Vectrus Intl.**
- Lift Station # 5 Upgrade at Camp Arifjan from Jan'2020 to May'2020 for US Army/ Vectrus Intl.**
- Installation of Retaining Wall at HHC Field at Camp Arifjan from May'2019 to Jul'2019 for US Army/ Vectrus International**
- Installation of Fire Suppression System including Pump Room for CAS at Camp Buehring from Jan'19 to Apr'19 for US Army/ Vectrus Intl.**
- Installation of Automated Chlorination System at Camp Arifjan, Camp Buehring and KNB from Oct'18 to Dec'18 for US Army/KBR Wyle**
- Installation of Fiber Optic Cables at Camp Arifjan and Buehring from Feb'2019 to Apr'2019 for US Army/KBR Wyle**
- Installation of External Utility Services (Fuel Supply System) at Kuwait University from Feb'2018 to May'2018 for KUCP / SSH**
- Installation of HHC Multipurpose Field at Camp Arifjan from Jun'2017 to Jan'2018 for US Army/Vectrus International**
- Installation of Light Poles at Kuwait Aviation Fuel Company (KAFCO) from Apr'2017 to Jun'2017 for KAFCO, Kuwait**

## May'2013 to Mar'2017: Hussain Fadhil & Partners LLC, Oman as Project Engineer

### Significant Highlights

- Monitored and supervised the entire construction efforts from project initiation till successful completion of commercial high rise buildings. Formulated basic concept/ preliminary design/layout of:
  - Equipment foundation, detailing of reinforcement of footing, column, beam, slab, roof beam, staircase, shear wall.
  - Bar Bending Schedule for Footings, Columns, Grade Slab, Beams, Roof Slab, Staircase, Water Tanks, Retaining Walls and other RCC structures.
- Instrumental in scheduling, planning, resourcing, time management, material handling, managing technical activities, reviewing engineering tasks and technical submittals; ensuring project compliance.
- Monitored construction of post tension spine beams, erection and installation of precast and prestressed hollow core slabs for commercial shopping mall and multistoried buildings.
- Quantity Surveying, Land Surveying, QA/QC documentation and implementation.

### Major Projects Handled

- Twin Tower, Al Khuwair, Oman (Residential /Commercial Building) from Jul'2016 to Mar'2017 for HE Sayyid Saud Bin Ibrahim Al Busaidi & HE Hamad Bin Hilal Bin Saud Al Busaidi with Design Unit (Kadri Consultants)**
- Barka Grand Centre (Shopping Mall) from May'2013 to Jul'2016 for Sheikh Salim Bin Mustahil Bin Ahmad Al Mashani (Al-Tamman Real Estate) with Amjaad Engineering Consultancy**