

RIDZNUR U SUBAHANI LEAD PLANNER / SCHEDULER

Personal, Educational and Language Details:

Filipino Civil Engineer, graduated BSc in Civil Engineering in 1991 from Western Mindanao State University, Philippines with more than 24 years' continuous professional experience as a planner and scheduler and project control engineer and with more than 15 years' experience in the Middle East. Mother tongue is Filipino and fluent in written and spoken English.

Key Skills:

Over 20 years' experience in detailed planning and scheduling for site development and buildings. Fully experienced and with intimate knowledge in the use of Primavera 6 (P6) and all Microsoft office software. Other specific expertise and skills include: development/implementation of engineering progress and performance reports (EPPR) for the Royal Commission; preparation of detailed schedules, cash flows, trend forecasts, contract and budget forecasts, and percent complete calculations; preparation of contract check plans and schedules, preliminary quantity staff loading and cash flows and progress measurement guide for contracts; preparation of project summary reports and pre-award contract analysis, manpower, cash flow interfaces; developing pricing levels, comparisons as required for each contract.

Experience:

2012-present: Fahd Alireza Engineering Consultants, Saudi Arabia – Lead Planner/ Scheduler:

Lead Planner and Scheduler in charge for all planning and scheduling work in the Al Khobar office. Responsible for actively analysing and modifying planning data through time-based analysis and/or resource limited based scheduling. Preparing budgets, work statements, master/ detailed schedules and other procedures for the Project Control System. Preparing procurement and material delivery schedules, recognising and following up on long lead items. Approval of Project Schedule from consultants and Project Manager. Producing visual aids to help explain the schedule of work, including bar charts and network diagrams.

2010-2012: Daewoo Engineering and Construction, Saudi Arabia, – Subcontractor Coordinator:

Responsible for all the coordination with subcontractors, review and analyse subcontractor schedules and reports, prepare Bar Graph and S-curves, establish monitoring and controlling measures and process to track progress, prepare communication and correspondence to subcontractors and PMC, attend weekly progress review and construction meeting with subcontractors and PMC. Satisfactorily managed six (6) main subcontractors nominated to support the project, namely; CB&I, Al-Husam, Danway, Seobon, Al-Gusan, and Sejong. Undertook duties by serving under two departments: Project Control (Contracts) and Mechanical Department.

2009-2010: Abdulaziz Kamel & Partners (AKP) Engineering Consultants, Saudi Arabia – Senior Planner/ Scheduler/ Project Control Engineer:

Responsible for the establishing and executing of all monitoring and control measures and processes necessary to track project performance to budget, time and scope. Prepared regular periodic (weekly and monthly) progress status reports (internal and for Saudi Aramco). Manhour loading, distribution and levelling. Keeping track of the project schedule, in order to complete the job at the specified time and duration according to contract, maintain the current and baseline schedule and analysing the effect of any proposed changes. Prepare Saudi Aramco PAF, Service Order Proposal and Billing documents.

2006- 2009: SNC-Lavalin International T&D, Saudi Arabia – Senior Planner/ Scheduler:

Duties included the review of the contractor planning schedules; establishing, updating and monitoring the progress measurement system; preparation of the daily, weekly and monthly progress reports; and updating and modifying the monthly Interface work schedule for submission to the client. Worked independently and provided direction to the contractor's scheduler and site management. Identified any problem areas and made any necessary report. Monitored, evaluated and reported all field progress.

1995-2005: ABB-Lummus Alireza Ltd, Saudi Arabia – Planner/ Scheduler:

Responsible for studying the plans and specifications together with the terms and conditions of the contract prior to any actual fabrication and construction work. Report schedule slippage and other unsatisfactory performance. Prepare schedules, histograms and other planning documents. Coordinate and collect information from third party contractors to prepare weekly and monthly reports. Maintain the current and baseline schedules, analyse the effect of any proposed changes and maintain the baseline change control authorization process.