

# Muhammad Arif Muhammad Saleem / CV

Project Coordinator at Dar Al-Handasah (Shair and Partners)

Riyadh, Ar Riy??, Saudi Arabia | Engineering

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 P. O. Box 612  
Olaya, King Fahd Road  
Riyadh, Ar Riy??, Saudi Arabia

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## Target Job Title

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**Professional Civil Engineer with 22+ Years of Experience in Project Management (Civil)**

Have vast Professional Experience in Civil Engineering. I have been involved in diversified domain projects in Civil Engineering ranging from medium to large scale, which gave me an in depth understanding for handling various domain areas in Civil Engineering. I have handled various critical and challenging projects and ensured that the projects gets implemented as per specification in stipulated time with quality. Having equipped and expertise with various latest engineering tools and techniques, cost evaluation techniques and tools which I applied in my professional career to produce cost-effective solutions for the organisation worked with. I can handle high pressure environments with ease and open mind and also a good team player. I have efficient communication skill to present my points precisely to listeners.

## Summary

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An ambitious and dedicated Civil Engineer with “**22+ YEARS**” Professional exposure to various prestigious and fast track construction projects in Pakistan, United Arab Emirates & Saudi Arabia involving time bound schedules.

## Career Objective

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Pursuing a challenging career to utilise my skills and abilities in the Construction Industry and willing to work in an esteemed organisation for my career growth along with the Company.

## Employment History

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APR 2017 - PRESENT

### **Project Coordinator - Dar Al-Handasah (Shair and Partners)**

Riyadh, Ar Riy??, Saudi Arabia

**PROJECT:** Wadi Al Sulay Development Project (S14152)

**CLIENT:** Riyadh Municipality (Amanah)

**CONTRACTOR:**

1. Rawafed Al Torok, Riyadh

2. CERCON General Contracting Company, Riyadh
3. Al Khudari Contracting Company, Riyadh

**ATTACHED BATCHING PLANTS AND SUPPLIERS:**

UNIMIX Concrete Ready-Mix, CERCON Concrete Ready-Mix, CERCON Asphalt Plant, Rawafed Asphalt Plant, Al Nagadi, GEDCO, FOSROC, BASF, Al Jazeera

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SEP 2004 - APR 2017

**Senior Civil Engineer - Dar Al-Handasah (Shair and Partners)**

Makkah Al Mukarmah, Makkah, Saudi Arabia

**PROJECTS:**

1. SHAMIYAH EXPANSION OF THE HOLY HARAM, Makkah, KSA (JAN 2011 ~ Present)
2. PRINCESS NOORA BINT ABDUL REHMAN UNIVERSITY, Riyadh, KSA (JAN 2010 ~ DEC 2010)
3. IMPROVEMENT OF JAMARAT BRIDGE & SURROUNDING AREAS, Makkah, KSA (JAN 2006 ~ DEC 2009)
4. STORM WATER DRAINAGE PROJECT (TUNNELS & DAMS), Makkah, KSA (JAN 2007~DEC 2007)
5. KING KHALED TUNNEL (3 TUNNELS) & BRIDGE INTERSECTION, Makkah - KSA ( SEP 2004 ~ DEC2005)

**JOB ROLE:**

- Reviewed design drawings & shop drawings for implementation.
  - Developed Construction Procedures & Method Statements.
  - Ensured the projects were in accordance with project health and safety legislation.
  - Understand project safety measures to prevent construction elements from any instant hazards.
  - Carried out pre inspections and final inspections for structures. Skills and knowledge in the different aspects of Project Construction Management (PCM).
  - Build & retain liaison / relationship with clients, contractors & Co-Professionals.
  - Managed and improved the Quality Management System ( QMS) on different construction sites.
  - Managed and controlled the continuous Quality Process improvement Program of Materials.
  - Skills and knowledge in **QA/QC of Concrete Production and Supply Control & Testing of Construction Materials such as Aggregates, Sand, Cement, Water, Micro-Silica, Fly-Ash, Construction Chemicals, etc. Mix Design for Grade C11, C15, C25, C27, C35, C50, C60, C65, C75 & C85. Supervision of Mix Design Trials, Crushing of Cylinders and Cubes.**
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APR 2003 - AUG 2004

**Project Site Engineer - Khaled Rashed Owaida Al Qahtani Brothers (KROB)**

Al Khobar, Ash Sharqiyah (Eastern Province), Saudi Arabia

**PROJECT: Extension of King Faisal University (Raka Campus), Dammam, Saudi Arabia**

- Management of Site Activities, Liaison with Client, Consultants & Main

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- Contractor.
- Arrangement of Manpower, Tools & Plants, Equipment & Materials for Project.
  - Preparation of Daily, Weekly & Monthly Progress Reports & Material delivery Reports.
  - Analysis of Project Schedule, Man-hour losses & cost impact.
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MAR 1999 - FEB 2003

**Project Management Coordinator - Chishti Bros. / Shaheen Associates**

Lahore, Punjab, Pakistan

During my stay with this company, I dealt with 3 major projects:

- Weaving Units of Din Textile Mills Limited, Multan Road, Pattoki.
  - Construction of Pak-China Chemical Industries, Raiwind Road, Lahore.
  - Construction of multi-storey " Nishat Group Office Building" in Gulberg, Lahore.
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JUL 1998 - FEB 1999

**Site Engineer (Area 100~300) - Descon Engineering Limited**

Qasba Gujrat, Muzaffargarh, Punjab, Pakistan

**PROJECT: PAK-ARAB OIL MID-COUNTRY REFINERY**

**CLIENT: OIL & GAS CORPORATION OF PAKISTAN**

**CONSULTANTS: MARUBENI Corporation & JGC Corporation JV (Japan)**

**JOB ROLE:** To manage construction activities to construct heavy oil tank foundations.

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JAN 1998 - JUN 1998

**Planning Engineer - Izhar Constructions Pvt Ltd.**

Lahore, Punjab, Pakistan

During my stay with Izhar Group, I dealt with a Project " Beaconhouse School System", Nawab Town Branch, Raiwind Road, Lahore

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JAN 1997 - DEC 1997

**Junior Site Engineer - MACE (Formerly Midfa Mace, LLC Dubai)**

Jumairah-1, Dubayy (Dubai), United Arab Emirates

Worked at Jumairah Al Safa Sewerage and Drainage Project.

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JAN 1996 - NOV 1996

**Earthwork Engineer (Reach 49~55 Km) - Daewoo Corporation Pakistan**

Lahore, PB, Pakistan

Earthwork for Roads, Selection of Quarries, Testing of Earth filling materials before and after compaction, Security Fencing, Stone Pitching & E/I Trenches.

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 **Education / Qualifications**

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GRADUATED: JAN 1996

**B.Sc. Civil Engineering - University of Engineering and Technology**

Lahore, Punjab, Pakistan  
Grade: 2.52  
4 Years B. Sc. Degree Course of Civil Engineering

## Degree Related Projects

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### **Computer Application to Analyse Strength of Masonry**

Developed a software using Fortran 77 to analyse and compare the test results of various samples of Masonry walls of various sizes in width.

## Professional Memberships

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### **Member of Pakistan Engineering Council**

I am a Registered *Professional Engineer* at ( PEC Registration No. 17083) of the Register of Pakistan Engineering Council ( <http://www.pec.org.pk>)

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### **Member of Saudi Council of Engineer**

I am a Registered *Professional Engineer* at ( SCE Membership No. 8695) of the Register of Saudi Council of Engineers, SCE ( <http://www.saudieng.org>)

## Additional Certificates

JAN 1998

### **Understanding & Implementing ISO 9000 - Lahore Chamber of Commerce & Industry**

Lahore, Punjab, Pakistan

ID: Seial No. M1/016

NOV 1998

### **Site Supervisors Safety Awareness Program - Modules 1-10 - MARUBENI Corporation**

Qasba Gujrat, Muzaffargarh, Punjab, Pakistan

FEB 1986

### **The National Cadet Corps Course - National Cadet Corps & Women Gaurds**

Multan, Punjab, Pakistan

ID: Book No. 3506, NCC No. 350536

## Awards / Achievements

### **Management Coordinator**

Had been one of the Coordinators in the Engineering University Funfair Management in 1994 Organised by the Muslim Students Federation ( Q).

### **Attended Seminars on ADAPT Software**

ADAPT-Builder Structural Concrete Design Suite (3D FEM Design)

- ADAPT-Edge analyzes complete concrete buildings for gravity and lateral loads
- ADAPT-Floor Pro analyzes and designs PT or RC floor systems and beam frames using 3D FEM
- ADAPT-Modeler generates 3D structural models using existing CAD files
- ADAPT-SOG designs PT slab-on-grade foundations for expansive or compressible soils
- ADAPT-MAT designs RC or post-tensioned mat foundations using Finite Element Method.

Equivalent Frame Structural Concrete Design Software (2D Design)

- ADAPT-PT designs post-tensioned slabs and beam frames using Equivalent Frame Method.

Advanced Bridge Design Software

- ADAPT-ABI designs segmentally constructed bridges and post-tensioned frames

Software Utilities for Post-Tensioning Suppliers

- ADAPT-FELT calculates friction, elongation, and stress loss of PT tendons.

For Reference: Click on <http://www.adaptsoft.com>

## ★ Skills

- Management/Leadership Skills
- Communicative Skills
- Teamwork Skills

**Computer Skill** - Advanced

**Microsoft Office** - Advanced

**Microsoft Project** - Intermediate

## 🗨 Languages

**English** - Fluent

**Urdu** - Native

**Punjabi** - Native

**Arabic** - Conversational

## 🛖 Immigration / Work Status

Expires: DEC 2021

**Saudi Arabia - Work Visa Holder**

**Pakistan - Citizen**

## 🎮 Hobbies / Interests

Digital Photography, Gardening, Professional Networking, International travel, Newspaper Reading, Digital technology

## ♥ References

**Eng. Said Al Qahwaji**

Shift Manager (RE)

Dar Al-Handasah

Makkah, Makkah, Saudi Arabia

[Request Referee Contact Details](#)

**Samih Kamal**

Senior Material Engineer

Dar Al-Handasah

Mecca, Makkah Province, Saudi Arabia

[Request Referee Contact Details](#)

**Dr. Oussama Baalbaki**

Technical Advisor

Dar Al-Handasah

Mecca, Makkah Province, Saudi Arabia

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