



# Nasser Abdullah Mohammed Al Arefi



## PERSONAL STATEMENT

Twenty(20) years of experience in the field of Construction Management,Supervision and Contracting for different types of projects; Administration building, and residential Projects.



## PERSONAL SKILL

NATIONALITY: saudi  
Date of Birth : 1971  
Mobile : Riyadh(+966 55 56 73 717)  
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## EDUCATION



- 1.B.Sc., Civil Engineering, King Saud University, Riyadh-KSA 1996.
- 2.Master of Business Administration (MBA) –American University In London 2006.



## TRAINING & PROFESSIONAL STUDIES:

- Topics in Civil Engineering & construction management  
10 week course - Saudi Office for consultancy.
- Supervision of Construction Projects  
6 week course – Institute of Public Administration.
- Human Resource Administration  
4 week course – Human Resource Development Fund.
- Value Engineering  
5 day seminar – Military Works Department – Ministry of Defence.  
EVS of SAVE Institute.
- Proffisional Project Manager (PMP)  
5 day seminar – Saudi Council of Engineers.  
Leadership skills  
Many courses with 5 day seminar – Projacs.  
Training program of certified legal consultant professional Diploma for 48 hours.  
Certified Legal Consulnat Professional Diploma.  
Arab Academy for Science , Technology and Maritime Transport (2015).



## LANGUAGE SKILLS

Arabic  
100%

Englishic  
80%



## Computer Skills

Microsoft Office,  
CM Package,  
Primavera and other relevant civil engineering  
and construction management software.





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## CHRONOLOGICAL EXPERIENCE RECORD:



1996 -1999

Ministry of Interior – Center of Development Projects (CDP) - (KSA)

- Maintenance Department - 6 months.

“Analyze bids, study contracts, supervision and follow up on going construction work for residential and administrative projects all over the kingdom.”

- Housing Department – 6 months.

“Technical and administrative supervision and follow up on going housing projects.”

- Design Department.

A member in a team responsible for the design of 77 prototype projects for different building with value varies from SR 2 million up to SR 500 million.



1999 -2001

99 – 01 Lucent Technology (SECONDED FROM M.O.I)

Site Construction Management, following up specifications and quality control.



2001 -2006

01 – 06 Ministry of Interior – Center of Development Projects (KSA)

- Supervision Department

Supervisor Engineer responsible for the supervision of the construction of designed projects.



2006 -2011

Responsible for CDP Riyadh regional office controlling, supervising and managing the performance of a group of qualified professional engineers and technical supervisors to supervise and control the quality of Riyadh region construction projects with a work value of SR 400 million.



2011 -2012

Technical Office Manager for CDP Projects all over KSA.



2012 -2014

12-14 Project Manager for Strategic project For MOI structures development (KAP0) Project Manager (182 Individual projects all over KSA ).

Contracting value is 4500000000.0 SR.

Supervision consultant value is 240000000.0 SR.

14-May 2015 Project Manager for the Custodian of the two holy mosques King Abdullah Bin Abdul-Aziz project for the development of MOI security Headquarters (3rd phase).

610 projects all over KSA.

Contracting value is 12000000000.0 SR.

Supervision consultant value is 890000000.0SR.



## Responsibility encountered

1. Represent the Owner at Job Meetings.
  2. Claims management.
  3. Monitoring and controlling for project work plan.
  4. Applications for payments.
  5. Scheduling review and approval.
  6. Performance monitoring.
  7. Project progress records.
  8. Testing and startup.
  9. Substantial completion and Punch list.
  10. Project close out.
  11. Material submittal review and approval.
  12. Managing the performance of work team.
  13. Supervising and managing Consultancy office performance.
  14. Contract administration and correspondence with different parties.
  15. Preparing agreements and contracts form.
  16. Analyze, study and finalize claims, Change Notices Time and/or Cost impacts and settlement of disputes.
  17. Review and approval of project monthly evaluation and contracts Interim statement based on B.O.Q. pay items.
  18. Make interviews and approvals for consultant members.
  19. Make meetings with endusers and study their needs.
  20. Review and approve contractors and consultants invoices.
- May 2015 till now      Chef Engineers in Ministry Deputy for Planning security and      development.



## Memberships:

SAVE International for value engineering.

Approved arbitrator in INTERNATIONAL ARBITRATION CENTER.

SAUDI COUNCIL OF ENGINEERING.

A Certified as CONSULTANT and EXPERT engineer in SAUDI COUNCIL ENGINEERS.