



AYAZ AKHTAR PMP® | P.E

Project Manager | Civil Engineer

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♂ Male

📅 22-Dec-1988 (DoB)

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📍 Pakistan

PROFESSIONAL SUMMARY

A results-driven professional with a Master's in Structural Engineering and a background in Civil Engineering, combining strong theoretical expertise with extensive hands-on experience across diverse roles. Experience includes roles such as Project Manager - Works & Services, Assistant Manager - Civil Works, Junior Structural Engineer, and Junior Planning Engineer. Skilled in managing multifaceted projects, overseeing complex civil works, and implementing strategic planning and project management principles to drive project success. Proven track record of delivering high-quality results within deadline-driven environments, coupled with strong leadership skills to motivate teams and achieve organizational objectives effectively.

EDUCATION

PHD – GEO TECHNICAL ENGINEERING

University of Engineering & Technology, Taxila, Pakistan

Course Work Completed

CGPA: 3.83 / 4.00

MSC – STRUCTURAL ENGINEERING

University of Engineering & Technology, Taxila, Pakistan

2014

CGPA: 3.62 / 4.00

MSc Final Year Project: Effect of different water resistant admixtures on permeability of Normal Strength concrete

BSC – CIVIL ENGINEERING

University of Engineering & Technology, Taxila, Pakistan

2011

CGPA: 3.77 / 4.00

Position holder, Scholarship

BSc Final Year Project: Structural Analysis and Design of Building “Pakistan Institute of Development Economics at Quaid-e-Azam University, Islamabad” using STAAD Pro.

WORK EXPERIENCE

MANAGER – WORKS & SERVICES

Maritime Technologies Complex (MTC)

Government of Pakistan

December 2017 – Oct 2024

- Successfully executed six full-cycle projects as **Engineer In Charge**, overseeing project initiation, planning, execution and closeout.
- Led on-site management for residential, roadway, and industrial construction projects, ensuring compliance with project specifications, blueprints, and timelines.
- Conducted detailed reviews of design consultant drawings, recommending necessary modifications to enhance project outcomes.
- Ensured strict adherence to quality standards and project timelines, facilitating seamless execution across all phases of construction.
- Managed resource allocation and maintenance services for site infrastructure, including roads, buildings, and facilities.
- Reviewed, validated, and approved contractor invoices and measurement bills to ensure accurate project financial tracking.
- Prepared comprehensive building concept designs and requirements for consultants, including Bill of Quantities (BOQ) for tendering purposes.
- Took on additional responsibilities as IMS Coordinator for Quality Management Systems (QMS) and Health, Safety, and Environment (HSE), with demonstrated expertise in ISO 9001:2015 and ISO 45001 standards

ASSISTANT MANAGER – CIVIL WORKS

Maritime Technologies Complex (MTC) Government of Pakistan

December 2012 – Nov 2017

- Execution of 4 complete projects from start to finish as **Engineer-In-Charge**.

COMPUTER SKILLS

- Microsoft Office Suite
 - MS Word
 - MS Power point
 - MS Excel
 - MS Project

TECHNICAL SOFTWARE

- **AUTO CAD**
- **ETABS V9.5**
- **SAP V12, V14**
- **STAAD PRO V2005**
- **SAFE**
- **PRIMAVERA P6**

PROFESSIONAL SKILLS

- **Project Management Professional PMP** from PMI
- **Project Management Course** from PIEAS, School of Leadership & policy Studies NILORE.
- **Project Management workshop** from PMI Islamabad Chapter required for PMP Certification.
- **Time Management Course** from Pakistan Planning and Management Institute, Islamabad
- **Effective communication & Negotiation skills** from Secretariat Training Institute, Islamabad
- **Anger & Stress Management** from CADD, Director of Workers Education, Islamabad
- **In-house awareness training** from office on QM and OHSAS Procedure as per ISO Standards
- **Primavera P-6** one month certification from NICON, Rawalpindi

INTERPERSONAL SKILLS

Management / Leadership

- **Management:** Worked as Manager (Works & Services)
- **Leadership:** Organized many events and competition in university
- Dedicated and Hardworking

LinkedIn Profile

www.linkedin.com/in/ayaz-akhtar-34276240

REFERENCES

Reference will be provided on request

- Successfully completed diverse projects, including residential buildings, industrial structures, roadways, and pre-stressed girder bridges.
- Conducted detailed reviews of design consultant drawings and recommended changes to align with project specifications.
- Reviewed and approved shop drawings in compliance with on-site conditions and project requirements.
- Ensured project execution met specifications, timelines, and quality standards, maintaining strict adherence to all requirements.
- Reviewed and approved contractor measurement bills, ensuring accurate financial tracking and accountability.
- Took on additional responsibilities as a Health and Safety Officer, with proficiency in OHSAS 18001 standards, ensuring workplace safety and compliance.
- Executed minor works through market purchases, managing procurement and cost efficiency for smaller project needs.

JR. STRUCTURAL ENGINEER

Arif Consulting Engineers, Pakistan

Sept 2012 - Dec 2012

- Framed structural elements, calculated loads, and performed building modeling and structural design using E-Tabs V9.5.
- Designed building foundations using SAFE, ensuring structural integrity and compliance with engineering standards.

JR. PLANNING ENGINEER

IKAN Engineering Services, Pakistan

March 2012 - August 2012

- Developed project plans in accordance with contract requirements, ensuring alignment with project scope and deliverables.
- Submitted and monitored baseline construction schedules, tracking progress against project timelines.
- Prepared Interim Payment Certificates (IPCs) to ensure accurate and timely billing.
- Utilized Primavera P6 for comprehensive construction project planning and scheduling.

TRAINEE ENGINEER

MIDJAC (Pvt Ltd), Pakistan

Sep 2011 - Feb 2012

- Prepared Bar Bending Schedules using Excel to ensure precise reinforcement detailing and material planning.
- Managed the preparation of final bills for over 80+ buildings, ensuring accuracy and compliance with project specifications.
- Conducted estimation and costing of building materials for tender preparation, ensuring competitive and accurate bids.

INTERNSHIP

NESPAK Islamabad (Structures Section)

Feb 2011 - Jun 2011

Pakistan Public Works Department

LANGUAGES

- **ENGLISH**
- **URDU**
- **PUNJABI**