



JOB DESCRIPTION

Job Title:	ELV Quantity Surveyor
Business Unit:	Qatar Boom Electrical Engineering
Location :	Any
Reporting to:	Project Manager/Commercial Manager
Department :	Operation

Responsibilities:

Job Related:

- Reviewing all ELV construction plans and preparing quantity requirements.
- undertake cost analysis for repair and maintenance of all ELV project work
- Liaising with site managers, clients, contractors, and subcontractors.
- Preparing reports, analyses, contracts, budgets, risk assessment, and other documents.
- Advising managers and clients on improvements and new strategies.
- Keeping track of materials and ordering more when required.
- Documenting any changes in design and updating budgets.
- Establishing and maintaining professional relationships with external and internal stakeholders.
- Perform risk, value management and cost control during construction
- Analyze outcomes and write detailed progress reports

QMS Related:

- Comply with QBE QMS Policy and processes
- Comply with all legal & other requirements applicable to the job.
- Participate and contribute to achieve QBE Quality objectives and targets, as applicable.

This job description is not intended to be all-inclusive. Employees may perform other related duties as required by the HOD to meet on-going needs of the organization.

“Accountable for participating and contributing towards the fulfillment of Quality Management System (QMS) objectives and requirements.”

Qualification :

DE/BE in any Discipline from reputed University/ Institute.

Trainings :

As per departmental requirement

Years of Experience:

Minimum 5 to 8 Years of Experience



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Requirements:

- Proven working experience in project management
 - Construction estimating or finance experienced is advantageous.
- Strong analytical and critical thinking skills.
- Sound knowledge of construction.
 - Excellent negotiating and interpersonal skills.
 - Ability to organize, plan, and strategize.
 - Great networking abilities.