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**Mr. SUDIP ADHIKARI**

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**PROFESSIONAL PROFILE & SPECIFIC EXPERIENCED**

- Experienced in civil engineering Infrastructures projects: buildings (commercial & hospital), shelter -camp management, public and community infrastructures, water-habitat & disaster risk reduction (DRR)
  - Worked in India, Qatar, Uganda, DR Congo, Tajikistan, Afghanistan & Yemen as an International Expat
  - Skilled in quality control & quality assurance of construction works
  - Proficient use of software programed
  - In-depth understanding of how to design, draw and interpret maps, diagrams, and blueprints, surveys, cost, estimates for construction projects
  - Exceptional organizational and leadership skills for projects
  - Skilled in building facility management including planning, designing, constructing and managing space to ensure functionality of the built environment by integrating people, place, process and technology
  - Planning, management, coordination, monitoring, evaluation and accountability of projects
  - Design, drawing, estimates, tender and contract management with standard norms and procedures
  - Skilled in logistic, supply, procurements support for the projects
  - Planning, organization, and coordination of construction design and engineering, including bidding and project implementation
  - Monitors capital budgets to ensure project expenditures remain within the scope of work.
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**WORKED EXPERIENCED**

**From: May 2021 To January 2022 Position: Construction Manager (International Expat)**

**Project-Location: Hospital-infrastructures work for Yemen Mission/Ad Dahi & Salakhana City, Yemen**

**Employer Name-Address: Medecins Sans Frontiers (MSF), Geneva, Switzerland**

Main activities and responsibilities: •Preparation of design, drawings, contract management, report and monitoring of civil infrastructures work •Planning construction and rehabilitation projects to be performed in the mission, participating in the project design and development and ensuring that technical aspects are met and are in compliance with the local construction habits. •Coordinating purchase orders related to the work activity and checking the materials in stock and warehouse inventory control. •Participating in the preparation of budgets associated with construction/rehabilitation projects, preparing invoices for payment of the works and anticipating the cash flow required for monthly payments. •Ensure that all workers comply with safety standards. •Participates in the HR related processes like recruitment, training and development, briefing/debriefing and communication of the staff under his/her responsibility. •Participates in monthly reporting according to guidelines

**From: March 2018 To September 2020 Position: Project Manager**

**Project-Location: Education academic buildings and infrastructures construction, Kathmandu, Nepal**

**Employer-Address: Himalayan College of Agricultural Science and Technology, Kathmandu, Nepal**

Main activities and responsibilities: •Coordination, planning and management of construction projects •Technical assistance for the projects from their planning phase to implementation, monitoring and handover. •Monitoring, evaluation, visits to construction sites, to conduct thorough inspections of on-going projects and ensure quality control systems and safety plans are adhered. •Supervision of contractors in the areas of monitoring, change order, contract compliance, quality control and documentation of all interactions. •Inspection of all works done by the main and sub-contractors. •Testing and verification of quality of works undertaken as per the contract specifications. •Regular meetings with management and contractors to ensure the contractors maintain contract schedules. •Preparation of monthly progress report and submission to management team. • Check and certify the requests for payment submitted by contracted construction companies and make appropriate recommendation. •Perform technical and financial analysis of received bids for construction sites. •Develop professional relations with internal and external teams responsible for implementation of the projects. •Identify and manage the risks and initiate corrective action where necessary, so that maximum benefit to client is achieved. •Promote appropriate technical standards and latest construction methods

(technology) for the construction works. •Advise on and implement good environmental practices and controls during construction and mitigate environmental impacts of the works

**From: August 2016 To November 2017    Position: International Engineering Specialist**

**Project-Location: EU-border management and civil infrastructures projects in Afghanistan & Tajikistan**

**Employer-Address: United Nations Development Programme (UNDP), Dushanbe, Tajikistan**

*Main activities and responsibilities:* •Overall coordination of construction projects in Afghanistan and Tajikistan with special focus on project and contract management •Preparation of project proposal for new project and submission the same to donor agency for final approval •Prepare building design, drawings, blueprint, bill of quantity and other relevant tender documents for requested construction sites •Perform technical and financial analysis of received bids for construction sites •Frequent Monitoring and Evaluation visits to construction sites on the Afghanistan side of the international border, to conduct thorough inspections of on-going projects and ensure Quality Control Systems and Safety Plans are adhered •Monitor project activities and evaluate against work plans, outputs and outcomes defined in the project document •Supervision of contractors in the areas of monitoring, change order, contract compliance, quality control and documentation of all interactions •Regular coordination meetings with contractors •Verification of quality and quantity of construction works executed and ensure that each segment of every project is completed to satisfactory standards before any payment is authorized •Check and certify requests for payment from contracted construction companies and make appropriate recommendation to the Project Management and UN Finance Unit •Establish effective working relationship with appropriate departments of the border services and other associated national institutions as required by the nature of the project component •Ensure project beneficiaries are aware of the proper use and maintenance of provided facilities

**From: March 2013 To August 2016    Position: Senior Civil Engineer**

**Project-Location: United Nations Peacekeeping Mission in Uganda & DR Congo**

**Employer: United Nations Peacekeeping Mission**

*Main activities and responsibilities:* •Planning and supervision of for projects: buildings, road, shelter and camp management •Preparation of design, drawing, cost estimates, contracts and tender documents •Inspection of all works done by the main and sub- contractors •Develop professional relations with internal and external teams responsible for implementation of the projects. •Identify appropriate work steps, structures and processes to accomplish goals. •Planning and carrying out work requiring judgment in the evaluation, selection, application and adaptation of engineering techniques and procedures •Prepare or modify drawings, specifications, calculations, charts and graphs and monitor work for compliance to applicable international codes, accepted engineering practices and statutory standards •Performance of field activities such as observe and record existing field conditions, take and verify measurements within project area. •Organization, drafting and coordination of technical documents •Perform structural design and analysis calculations using governing codes and standards, engineering formulae, skills, and experience •Provide drawing for own designs and produce sketches to incorporate in drawings by other consultants •Measure quantities and verify all interim payments certificates and preparation of payment requests orders for approval •Handle routine contract & office administration •Inspection of all works done by the main and sub- contractors including valuation of works undertaken, inspection, testing and verification of quality of works undertaken as per the contract specifications

**From: September 2012 To January 2013    Position: Civil Engineer**

**Project-Location: Building construction works at Qatar**

**Employer-Address: Pat Engineering Enterprises Co. WLL (Middle East), Doha, Qatar**

*Main activities and responsibilities:* • Planning and monitoring for the construction work at, Doha, Qatar

**From: May 2012 To August 2012    Position: Consultant Expat**

**Project-Location: Delhi one Project (High-Rise Building Construction), Delhi, India**

**Employer-Address: Larsen and Toubro Limited (L&T), Delhi, India**

*Main activities and responsibilities:* •Worked as short-term consultant for planning, monitoring and report preparation of high rise building construction at Delhi, India

**From: February 2010 To April 2012    Position: Civil Engineer**

**Project-Location: FAO-United Nations, Nepal**

**Employer-Address: Food and Agriculture Organization of the United Nations, Rome, Italy**

*Main activities and responsibilities:* •Provide overall technical assistance for the infrastructure projects •Design, drawing a cost estimate for the work •Preparation of project proposal for new project and submission the same to donor agency

