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.

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 subcontractors. •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 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

for final approval •Preparation of tender documents and evaluation •Act as a focal point between the donor agency and the Government Department •Ensure all technical inputs and cost estimates related to the construction components are accurate, timely provided and included in the project proposals and budgets •Establish and maintain effective structures and processes for the delivery of the project and its implementation plan •Develop detailed work plans for the Project with clearly defined activities and specific results-based outputs for the implementation of the Project within the priorities of and guided by the United Nations. •Liaises with the Project Management coordinators of other agencies to coordinate project activities and mobilize access to sharing of equipment and resources •Identify and manage risks and initiate **corrective** action where necessary, so that maximum benefit to client and stakeholders is achieved •Assist for the procurement work with standard procedure. •Take responsibility for overall progress and use of resources

From: June 2007 To December 2009 Position: Senior Civil Engineer

Project-Location: Buildings works at Nepal

Employer: Building Design Authority P Ltd (Architect & Eng. Design Consulting Firm) Kathmandu, Nepal

Main activities and responsibilities: •Programming, planning and management of construction works •Preparation of detailed design, cost estimates, BOQ, Rate Analysis for civil engineering works •Check the contractor bill and certify for the payment authorities •Supervision and monitoring of building, water supply and wash works •Preparation of detail engineering design, drawing and cost estimates •Project analysis, evaluation and participate in budget analysis and projection as required •Facilitates communication and meeting with donor agency for the project and interaction with government authorities, local development officers and Municipalities •Organize the workshop, training for the project personnel and counterparts to share the knowledge and experience

From: Feb 2000 To Nov 2002 & Jan 2004 to May 2007 Position: Senior Civil Engineer

Project-Location: Buildings works in Nepal

Employer-Address: Sharma & Company P. Ltd., Kathmandu, Nepal

Main activities and responsibilities: •Programming, planning and supervision of construction work-multi storied building, water supply and other civil construction •Preparation of design, drawings, cost estimates, tender documents, progress report, bill of quantity and technical specification for civil engineering works

From: June 1997 To November 1999 Position: Civil Engineer

Project-Location: Hyatt Regency Hotel (5 Star) construction, Bouddha, Kathmandu, Nepal

Employer-Address: Bina Puri Holdings Bhd, Kuala Lumpur, Malaysia /MB Construction

Main activities and responsibilities: •Project planning and scheduling •Assist in procurement tasks for the project materials, equipment and other related items

EDUCATION

• Master Degree in Engineering, Institute of Engineering, Tribhuvan University, Nepal

• Bachelor Degree in Civil Engineering, The Institution of Engineers (India), 8 Gokhale Road, Kolkata, India

REGISTERED ENGINEERING MEMBERSHIP

Nepal Engineering Council, Nepal
Nepal Engineering Association, Nepal

TRAININGS

•Engineering software:

AutoCAD, STAAD.Pro, Primavera (project, program and portfolio management tool), MS-Project (Microsoft Project)

•United Nations and Other INGO:

IPSAS (International Public Sector Accounting Standards), Electrical health and safety, Code of conduct and discipline, Ethics and Integrity, Basic and advanced security in the field, Safe, secure approaches in field environments (SSAFE), Supply Chain Management, Shelter Management, People, Organization, Planning and Assets Management, Emergency Preparedness Planning: Mission Level, Logistics Management, People Management for Activity Managers & Construction Good Practice Standards