

SIAVASH AZIZPOUR

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Dear HR/Project Manager

I am Siavash Azizpour & I have more than 10 years of experience in Planning, Projects Controlling, Cost Controlling, Management Dashboards, and Preparing IPC, have worked on several top-rated multinational companies on innovative projects in One&Only Hotel (One of the eight large-scaled resort projects in Montenegro) – Main Office more than 20 projects analyzed in (Azerbaijan), Wastewater treatment based on Islamic Development Bank financing support and also Building Construction (More than 10000m2 in Iran).

I have got Professional training on Project Controller courses and software like Planning and Project Control with (Primavera), Developing Project Budget, Planning Professional, Microsoft Office, and Outlook, Risk management, etc.

Recently I was worked in one of the 8 biggest hotels in the world as Senior Planning and Cost The controller in One &Only Resort Portonovi. I have also multi – Language skills, with fluency in four different languages: English, Turkish, Persian, and Dutch (A1)

I would enjoy having the opportunity to talk with you to show you the links between my abilities and my earned knowledge with your expectations like:

- Preparing and Updating Cash flow and forecasting costs like calculating costs that are affected by delays on works by subcontractors.
- Preparing and developing the project's monthly reports including the cost and schedule analysis deviations between actuals and baseline.
- Developing look ahead programs and identified resource requirements of manpower and equipment and materials.
- Estimated direct and indirect costs like; services, labor, materials.
- Developing and maintaining less complex critical path logic networks and bar charts utilizing this information.
- Understanding and applying engineering, procurement, and construction terminology, concepts, and relationships.
- Monitoring and comparing the budget to ensure that the project is in line with the baseline.
- Other demands

Thank you for your time and your attention. I look forward to hearing you.

Stay Safe,

Siavash Azizpour



Siavash Azizpour

Date of birth: 27/02/1980 | **Nationality:** Iranian | **Gender:** Male |

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About me:

As a Senior Project Controller Engineer with more than one decade of successful experience who started his career from small-scale building construction to international well-known projects such as the **Portonovi** Resort Project (one of the eight big scaled resort projects in the world). Developing the most professional software for planning & controlling costs such as **Primavera**, Preparing IPC& Management dashboards like comprehensive weekly and monthly reports were the main obligations of his job.

A strong Believer that as a diligent, well-Organized, Detail Oriented person, who can assist your company to achieve the general vision in the future. tackling the new challenges in a dynamic atmosphere, team working and obtaining difficult goals as team members can be vital motivations for me.

● WORK EXPERIENCES

02/03/2019 – 02/03/2020 – Herceg Novi -Portonovi, **Montenegro**

SENIOR PROJECT CONTROL ENGINEER – NORTH WEST CONSTRUCTION D.O.O

Achievements and Board Range Of Tasks In This Project :

- Prepared & supervised project schedule, manpower, and quantity reporting and to ensure the preparation and presentation of the Critical Items Action Report.
- Developed look ahead programs and identified resource requirements of manpower and equipment and materials.
- Prepared and Updated Cash flow and forecasting costs like calculating costs that are affected by delays on works by subcontractors.
- Designed and developed the necessary forms and spreadsheets to track and control the project costs.
- Prepared and developed the project's monthly reports including the cost and schedule analysis deviations between actuals and baseline.
- Developed Progress, CPI, and SPI measurement (EVM) Reports controlling the construction.
- Developed Man-Hour/Cost Center/Subcontractor Full Dashboards Report.
- Prepared Monthly IPCs' for Direct and consultant Subcontractors by their contracts (Fidic, BOQ List & Change Orders, Material On-Site)

03/04/2018 – 03/02/2019 – Baku, Azerbaijan

PROJECT CONTROL ENGINEER – NORTH WEST CONSTRUCTION INC.

Achievements and Board Range Of Tasks In This Project :

- Estimated direct and indirect costs like; services, labor, materials.
- Prepared and developed required forms and formats to control performed works and used materials.
- Handled cost engineering functions involving budget preparation, cost control, forecasting, and cost reporting.
- Supported forecast of time and cost problems by offering trending information.

- Controlled subcontractors' Invoices and analyzed their performed works to ensure contractual milestones are met.
- Monitored detailed construction project cost and cash flow reports developed by CMA.
- Maintain appropriate corporate estimating records.
- Designed the planned and real actual project cost table.
- Analyzed Cost in case of need.

05/01/2015 – 05/09/2016 – Mashhad, Iran

PLANNING AND PROJECT CONTROL ENGINEER – KAYSON INC.(RANKED 99TH AMONG 250 CONSTRUCTION COMPANY IN THE WORLD IN 2015)

Achievements and Board Range Of Tasks In This Project :

- Implemented and maintained Project Planning and Scheduling.
- Designed necessary forms and files to follow up on the Costs.
- Developed resource and cost-loaded Level 4 work schedule with Primavera P6.
- Understood and applied engineering, procurement, and construction terminology, concepts, and relationships
- Prepared and developed Management dashboards like comprehensive Weekly and monthly reports.
- Controlled subcontractors' IPCs.
- Develops and maintains less complex critical path logic networks and bar charts utilizing this information.
- Monitored and compared the budget to ensure that the project is in line with the baseline.
- Analyzed delays to ensure that we were on schedule or not. Updated project budget.
- Designed deviation reports for machinery, human resource, and work performance to control actually work.
- Captured professional photographs and videos from the site for the lesson learned and knowledge database of the project.

10/09/2012 – 10/06/2014 – Tabriz, Iran

SITE SUPERVISOR ENGINEER – EAST AZERBAIJAN PROVINCE OF CONSTRUCTION ENGINEERING

Achievements and Board Range Of Tasks In This Project :

- Performing site reviews and inspection work on a daily basis and providing a report to the professional of record.
- Reviewing the Request For Information, Non-conformance reports, and Inspection test plans on behalf of the professional of records as required and providing guidance to the construction officers and contractors on site.
- Reviewing the site safety regulations and ensuring that work is performed in a safe environment.
- Reporting any nonconformance during the construction to the professional of record and assisting the construction crew to find the most feasible remediation solution.
- Supervised all construction operational activities on site with respect to technical priority.

10/10/2010 – 10/07/2012 – Tabriz, Iran

PROJECT & COST CONTROL ENGINEER – GENERAL MECHANIC INC.(ZANJAN TABRIZ FREEWAY PROJECT)

Achievements and Board Range Of Tasks In This Project :

- Designed a daily progress measurement system for the project in which we were able to control work and subcontractor actual works easily.
- Monitoring cost and commitment through requisition and invoice review.
- Ensuring adherence to recommended best practices such as the critical path method based on PERT.
- Ensuring adherence to quality standards such a Total Quality Management or Six Sigma by ensuring employees follow quality standards and by using quality control checklists.
- Ensuring compliance with safety standards.
- Developing and monitoring project cost forecasts.
- Assisted the lead DCC specialist to maintain all project documentation, including documents coming from the engineering contracts, construction contracts, and vendors.

01/01/2008 – 01/01/2009 – Tabriz, Iran

PROJECT CONTROL ENGINEER – NAGSHINE CHAP TABRIZ(DEVELOPMENT PLAN OF INDUSTRIAL FACTORY)

Achievements and Board Range Of Tasks In This Project :

- Understands and applies engineering, procurement, and construction terminology, concepts, and relationships.
- Develops and maintains less complex critical path logic networks and bar charts utilizing this information.
- Analyzes evaluate and forecast current status against an established baseline schedule.
- Assesses the impacts of design or construction changes and schedule slippages.
- Reports schedule status to all levels of project and Company management as well as to the Client.
- Implements and maintains Project Planning and Scheduling.
- Calculated the needed material (BOQ).
- Prepared monthly, weekly, daily reports and analyzed delays to recognize bottlenecks and eliminate them.

01/01/2007 – 01/01/2008 – Tabriz, Iran

TECHNICAL OFFICE ENGINEER (EMBANKMENT DAM & WATER TRANSFORMATION CANAL) – AS HNAB CONSULTING ENGINEER

Achievements and Board Range Of Tasks In This Project :

- Managed engineering documents.
- Prepared Functional reports for heavy machinery on construction site.
- Prepared and attended all construction site meetings to prepare minutes and suggested foresee solutions.
- Prepared daily, monthly & management reports.
- Tracked work progress based on executive operations and technical specifications.
- Matched the executive quality with the technical specifications stated in the contract.
- Estimated Material, labor, Services Cost in the construction site for operational items.
- Controlled Quality of concrete casting in water canal, analyzed technical items in embankment dam and operational specifications.
- Developed deviations reports for comparing planned works, actual works, and work units performance.
- Designed delays reports controlling the most critical activities to prevent and eliminate work stoppage.

● **EDUCATION AND TRAINING**

01/10/2015 – 01/10/2017 – Tabriz, Iran

M.SC CONSTRUCTION MANAGEMENT – IAUT

ADVANCED PRIMAVERA COURSE(P6) – E learning Khonamoon

CERTIFIED PROJECT CONTROLLER – Technical and Professional of Country

● LANGUAGE SKILLS

Mother tongue(s): **AZERBAIJANI** | **PERSIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C2	B2	C1	B2
DUTCH	A1	A1	A1	A1	A2
TURKISH	C2	C1	C2	C2	B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● DIGITAL SKILLS

Power Point | Microsoft Office | Primavera | MSP

Microsoft Package

Microsoft Excel | Microsoft Word | Microsoft PowerPoint | Outlook | Power-Bi

● ORGANISATIONAL SKILLS

Organizational Skills

- Planning
- Communication
- Decision Making
- Problem Solving
- Motivating
- Delegation

● COMMUNICATION AND INTERPERSONAL SKILLS

Communication and Interpersonal Skills

Based On my previous experience, I strongly believed that gaining management communication in all parts of the construction industry achieved such as:

- Active Listening
- Non-Verbal Communication
- Asking Questions for more clarification
- Being Empathetic
- Providing The Feedback
- Being Present

● **JOB-RELATED SKILLS**

Job-Related Skills

- Planning & Cost Control
- Cost Estimating Skills (Material, Manpower,...)
- CPM
- Project Controls
- Construction Activities

● **RECOMMENDATIONS**

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