



MR. TIN HTUN NAING

Quantity Surveyor (Estimator)

CONTACT

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PERSONAL INFO

Date of Birth : 08.10.1994
Passport No : MF 863201
Nationality : Myanmar
Religion : Buddhist
Marital Status : Single
Availability : Immediately
Expected : BTH 26000(Nego)

Salary

EDUCATION

- ❖ Bachelor of Science (Zoology), Dagon University, Yangon, Myanmar
- ❖ Diploma in Construction (City & Guilds of London Institute)
- ❖ Advanced Diploma in Construction (City & Guilds of London Institute)
- ❖ Professional Diploma in Quantity Surveying (Construction, Lincoln University College, Malaysia)



PROFILE

Continuously enhance and deepen my technical knowledge and skills in the field of engineering, including the latest industry trends, tools, and technologies. Having more than 7 years of experience as a Quantity Surveyor & Site Engineer, therefore my experiences and educational background will assist to carry out my duties to your organizational achievements and accomplishment.



WORK EXPERIENCE

Deputy Project Executive (Arch & Stru) Mar 2023 - Jun 2023
Mentabuild Limited (formerly "Arcadis") Bangkok, Thailand

Project Undertaken: One Bangkok (Near Lumpini Park)

Duties and Responsibilities,

- ❖ Assembled pre-contract cost estimates, cost plans, tender documents, interim payments, variation order and EOT claims.
- ❖ Co-ordinated with site project team and keep tracks of work order, maintained the data updated and modified the documents.
- ❖ Handled with positive relationships with Client, Architects, authorities, all contractors, suppliers, and any other relevant personnel.
- ❖ Attended meeting and providing contractual advice and contractual claims management.

Quantity Surveyor Dec 2019 - Aug 2022

Myanmar Modular Konstruction Co., Ltd Yangon, Myanmar

Project Undertaken: Yangon-Mandalay Railway Improvement

Project Phase 1 -CP-101 under Fujita & Sumitomo Japan Corporation Co., Ltd

Duties and Responsibilities,

- ❖ Prepared tender work, quantity measurement, costing and estimation for both pre- and post- contract administration.
- ❖ Followed up on bid status after submission of tender and update all relevant parties upon successful bidding of tender.
- ❖ Arranged the progress claim and variation order to the client and taking part in/or fully in-charge in negotiation.
- ❖ Analyzed the tender price comparison and updating pre & post tender clarifications submission and pricing.

SOFT SKILL

- Self-motivation
- Conflict Resolution
- Leadership
- Adaptability
- Time Management

HARD SKILL

- AutoCAD
- Sketchup
- Primavera P6
- Microsoft Office
- Advanced Excel
- Adobe Photoshop

LANGUAGE

Burmese - Native

English - Intermediate

OTHER CERTIFICATE

- ❖ Certificate in Quantity Surveying Singapore Standard Method (SQS Training Center)
- ❖ Certificate in Steel Structure Estimate Course (DYYH Training Center)
- ❖ Certificate in Building Construction Site Engineering Course (3/2014 Myanmar Engineering Society)
- ❖ Certificate in Safety Supervisor Course (Global Enchanting Safety & Management Training Center)
- ❖ Certificate in AutoCAD (OCPL Computer Training Center)



WORK EXPERIENCE CONT

Quantity Surveyor Apr 2018 - Oct 2019

KTK Electrical Engineering Co., Ltd Yangon, Myanmar

Project Undertaken: Steel Structure Warehouse and Renovation the existing Factory Building

Duties and Responsibilities,

- ❖ Prepared of taking off and bill of quantity (BQ) for the project.
- ❖ Agreed a price for materials and make cost-effective solutions and proposals for the intended project.
- ❖ Reported Contract documentation, valuation of progress payment, variation assessment, and cost control and financial reports to HOD.
- ❖ Provided cost information and studies on value engineering analysis, post-contract administration and management.
- ❖ Organized the final stage of documents and approved the completion certificate to the project.

Site Engineer

Feb 2015 - Mar 2018

Winner Super Diamond Co., Ltd

Yangon, Myanmar

Project Undertaken: 6th Storeyed Residential Building & Interior Decoration Project for Commercial Building Project

Duties and Responsibilities,

- ❖ Analyzed drawings, specifications and calculated the estimate of working project due to the given structure.
- ❖ Provided guidance to supervisors in relation to construction works, ensure progress according to schedule.
- ❖ Carried out measurement in various trades e.g. concrete, rebar, steel structures and architectural finishes.
- ❖ Reported back to Senior Engineer for daily site activities planning, preparing work breakdown, daily site operations, monitoring.



MINI PORTFOLIO

