Gmail **Noor Izwan Architect <noorizwanarchitect@gmail.com>**

Application for IOW/COW fire station

Rashid Sarum <rashid_sarum@yahoo.com> Thu, Jan 2, 2020 at 9:47 AM
Reply-To: "rashid_sarum@yahoo.com" <rashid_sarum@yahoo.com>
To: "noorizwanarchitect@gmail.com" <noorizwanarchitect@gmail.com>

Tuan/Puan

Perkara: Permohonan bagi jawatan Clerk of works/Inspector of Works for fire station at Beaufort

Berdasarkan iklan jawatan kosong yang tular di Aplikasi what's app Group IOW/COW Sabah,saya ingin memohon bagi jawatan IOw.

Disini saya sertakan bersama resume untuk rujukan tuan/puan. Diharapkan pihak tuan/puan dapat mempertimbangkan Permohonan saya. Segala kerjasama daripada pihak tuan/puan amatlah dihargai Dan didahului dengan ucpaan ribuaan terima kasih.

Sekian, terima kasih.
Yang benar,

Rashid
(017-8170925/ rashid_sarum@yahoo.com)

Rashid Sarum Resume.pdf
239K



RASHID BIN SARUM
Kg Kauluan kundasang, P.O Box 873,89308
Ranau,Sabah,

Personal Details

Age	: 29 years	Marital Status	: Married
Gender	: Male	Religion	: Muslim
Date of Birth	: 13th September 1990	Contact No.	: 0178170925
Nationality	: Malaysian		
E-mail	: rashid_sarum@yahoo.com		

Educational Background

Diploma

Field of Study	: Engineering (Civil)
Institute/ University	: Politeknik Kota Kinabalu, Sabah.
CGPA	: 3.02

Certificate

Field of Study	: Engineering (Civil)
Institute/ University	: Politeknik Kota Kinabalu, Sabah.
CGPA	: 3.23

Secondary School

Field of Study	: Science Stream
Institute/ University	: Sekolah Menengah Kebangsaan Kundasang, Ranau Sabah.

Working Experiences

Chan & Shahriman Arkitek S/B (Cadangan Naiktaraf Dewan Bedah Dan Hemodialisis Hospital Papar Sabah)

Position Title : Clerk of Work
Duration : Aug 2018-Current
Job description:

- performing regular inspections of the work on site and comparing completed work with drawings and specifications
- measuring and sampling building materials to check their quality
- recording results
- identifying defects and suggesting ways to correct them
- liaising with other construction staff, such as contractors, engineers and surveyors
- monitoring and reporting progress to architects and clients
- coordiinate M&E items with Architectural Drawing to ensure there are no discrepancies
- ensure the Quality Assurance and Quality Control are adhered and implemented as required

Hayat Kamil & Consulting Engr (Cadangan Naiktaraf Dewan Bedah Dan Hemodialisis Hospital Papar Sabah)
Position Title : Clerk Of Work
Duration : Jan 2016- Aug 2018
Job Responsibilities:

- Assist the Resident Engineer, Project Manager on coordination, supervision, control, monitoring, inspection, testing of all construction work.
- Ensure adherence to work procedures, time and quality requirements.
- Monitor project site, labor strength, ensure safety on site.
- Enforce strict adherence to high standards work quality, test materials to approved contract drawings and specifications.
- Check deliveries of goods, reject defective material at the site.
- Coordinate effectively with contractors, consultants, authorities to identify issues, solve problems. Ensure smooth implementations.
- Prepare, update the daily report, verifying progress report.
- Attend Site Meetings and Technical Meetings.
- Monitor the project progress, keep update to all the stakeholders.

Perunding Era Daya S/B (Projek Membina Dan Menyiapkan 60 Unit Rumah Serta Kerja – Kerja Lain , Nabawan Sabah)
Position Title : Clerk Of Work
Duration : Dec 2015- Dec 2016
Job Responsibilities:

- Assist the Resident Engineer on coordination, supervision, control, monitoring, inspection, testing of all construction work.
- Ensure adherence to work procedures, time and quality requirements.
- Monitor project site, labor strength, ensure safety on site.
- Enforce strict adherence to high standards work quality, test materials to approved contract drawings and specifications.
- Check deliveries of goods, reject defective material at the site.
- Coordinate effectively with contractors, consultants, authorities to identify issues, solve problems. Ensure smooth implementations.
- Prepare, update the daily report, verifying progress report.
- Attend Site Meetings and Technical Meetings.
- Monitor the project progress, keep update to all the stakeholders.

Markaya Sdn Bhd (Projek S.A.I.P Kimanis , Projek Giatmara Membakut)
Position Title : Site supervisor/ Asst. Engineer
Duration : Feb 2013 – Oct 2015
Job description:

- Prepare site progress report and claim
- Planning site works daily and weekly to achive target
- Prepare documention for approval materials and survey priceing for materials
- Checking any miscoorect works wokers before inspection from consultant
- liaising with sub-con and conslutant

Setia Sahabat Construction Sdn. Bhd.(PPRT 11 TINGKAT KG KETIAU)
Position Title : Site Supervisor (C&S)
Duration :July 2012– Feb 2013

Extra-Curricular Activities

1. Attended Scaffolding Erection Course at Akademi Binaan Malaysia, Kota Kinabalu (20th -29th June 2012)
2. Outreach Programs organize by LOFSA and BNM
    - SK Buayan Penampang
    - SK Inaarad Tongod
    - SK Gusi Ranau
    -

Skills and Strengths

1. Knowing in Microsoft Word, Power Point and Excel, and basic AutoCAD 2012.
2. Speak and write fluent in Bahasa Malaysia.
3. Independent and self- motivated and able to lead an organization based on experiences.
4. Well-communicated, capable person
5. Willing to travel
6. Clean driving licences (B and D)

References

Frida Silis
Position : Arkitek(Chan&Shahriman Arkitek S/B)
Tel : 016-305 9396

Ir. Hayat Kamil
Position : Director (Hayat Kamil & Consluting Engr)
Tel : 03-2181 9712 / 016-2205301

Ir. Jais Bin Pg Othman
Position : Director (Perunding Era Daya S/B)
Tel : 088-430 199 / 019-820 9925

Agustan Mohd Noor
Position : Technical Assistant (Jurutera Inovasi Sdn Bhd)
Tel : 0198300302