

Ref.: ZH/SQS-APLN/COVER/07/2023
Date: 01 July 2023



**TO THE EMPLOYER'S
HR Manager**

Dear Sir,

SUBJECT: APPLICATION FOR THE POSITION OF SENIOR QUANTITY SURVEYOR.

I am writing to express my strong interest in the position of Senior Quantity Surveyor at [Prospective Company - Preferably Architectural Consulting Company], for the future requirements, if any. With my extensive experience in quantity surveying, strong technical knowledge, and proven leadership abilities, I believe as a Senior Quantity Surveyor with [20 plus] years of experience, I have successfully managed and executed a wide range of construction projects, including commercial, residential, and industrial developments. Throughout my career, I have consistently delivered accurate cost estimates, analysed project costs, and provided valuable insights to support informed decision-making.

Some highlights of my qualifications and accomplishments include:

- Expertise in preparing detailed quantity take-offs, cost estimates, and bills of quantities.
- Proficiency in using industry-standard software and tools, including AutoCAD, and Primavera P6.
- Proven ability to manage procurement processes, negotiate contracts, and monitor project budgets.
- Strong understanding of local building codes, regulations, and construction industry standards.
- Review and recommendation of Contractor EOT claims.
- Excellent communication skills, both written and verbal, allowing me to effectively collaborate with clients, contractors, and project teams.

Furthermore, my leadership skills have been instrumental in overseeing project teams, providing guidance and mentorship to junior quantity surveyors, and ensuring the successful completion of projects within budget and timelines. I am known for my attention to detail, analytical mindset, and the ability to work under pressure while maintaining a high level of accuracy.

I am excited about the opportunity to contribute my expertise to the continued success of the prospective Employer. I am confident that my skills and experience make me an excellent fit for the Senior Quantity Surveyor position. I am eager to bring my enthusiasm, dedication, and professionalism to the team and contribute to the growth and profitability of the company.

Please find attached my resume for your review. I would welcome the opportunity to discuss my qualifications further and provide any additional information you may require. Thank you for considering my application.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Zagubar Haroon', is written over a light blue rectangular background.

Zagubar Haroon
Senior Quantity Surveyor

Mob: +971 50 7443572

Email: haroonsamadhani@gmail.com

Al Katli Street, Plot 106, Villa No. 02

Abu Dhabi – UAE.

Attachments:

Downloadable PDF Resume

Web address: www.SeniorQSresume.info