

To,

**The Manager**

29 January 2025

HR Division

**Subject: Application for Senior Cost Estimation & Control Engineer**

**Dear Sir,**

Reference to your job portal, I hereby, applying for the position of Senior Cost Estimation & Control Engineer for your Esteemed organization.

**In abroad**, I have a total of 27 years of extensive experience in Oil and Gas Industry especially with Saudi Aramco.

Since August 2017, I have been working as Senior Project Cost Estimation and Control Engineer with an EPC company, JGC Gulf International Co. Ltd, Al Khobar.

Also, I have worked with Modern Arab Construction Ltd (MAC), Al Khobar, a Construction Contractor for 17 years as Senior Mechanical Estimation Engineer.

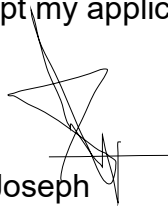
I have worked with LG Construction Arabia, Abqaiq plants, as a Quantity Surveyor for 2.5 years.

**In India**, worked with Neo Structo Construction Pvt. Ltd, Surat, Gujarat as a Site Engineer / Quantity Surveyor for 4 years.

Please find attached CV for your review and consideration.

Kindly accept my application and reply.

Your Truly,



Sebastian Joseph

JGC Gulf International Co Ltd

Al Khobar

Saudi Arabia

Mob # +966 509090174

Email # [sebikjoseph@yahoo.com](mailto:sebikjoseph@yahoo.com)

# [sebikjoseph2@gmail.com](mailto:sebikjoseph2@gmail.com)



## CURRICULAM VITAE

Post Applied for : **Senior Project Cost Estimation & Control Engineer**

### Personal Information

Name : **Sebastian Joseph**

Father's Name : Joseph

Date of Birth : 5<sup>th</sup> March 1973

Nationality : Indian

Marital Status : Married

Religion : Christian, Roman Catholic

Permanent Address : Sebastian Joseph  
Kizhakkechethipuzha House  
Perumpanachy P.O, Pin. 686536  
Changanacherry  
Kottayam – Dist  
Kerala  
India  
Mob # 0091 8113840982  
# 0091 9567550982  
Email # [sebikjoseph@yahoo.com](mailto:sebikjoseph@yahoo.com)

Present address : JGC Gulf International Co. Ltd.  
P.O Box: 2257  
Al Khobar 31952  
Saudi Arabia  
  
Tel office # 00966 3 8069999, Extn.5728  
Mobile # 00966 50 9090174 (**Saudi Arabia**)  
# 0091 9567550982 (**India**)  
Email # [sebikjoseph@yahoo.com](mailto:sebikjoseph@yahoo.com)  
# [sebikjoseph2@gmail.com](mailto:sebikjoseph2@gmail.com)  
  
Email Office # [joseph.sebastian@jgc.com](mailto:joseph.sebastian@jgc.com)

Languages Known : English, Hindi & Malayalam

**Passport Details:**

Passport No. : Y8347391  
Place of issue : Riyadh  
Date of issue : 21 October 2023  
Date of expiry : 20 October 2033

**Saudi Arabian Driving License Details:**

Driving license No. : 2171462613  
Date of expiry : 27 November 2027  
Type of License : Light duty

**Indian Driving License Details:**

Driving license No. : TP/10/06  
Date of expiry : 16 December 2032  
Type of License : Light duty

**Educational Qualification**

Professional : Diploma in Mechanical Engineering from Govt. Polytechnic College, Kottayam - Board of Technical Examinations, Kerala in 1993.  
Academic : Pre-Degree with first class from M.G University, Kerala in 1990.  
Additional Qualification : 1. Computer Literate - MS Word, Excel.  
2. Internal Auditor Certificate for ISO 9001-2008  
3. Awareness Training program certificate on ISO 9001-2008  
4. Leadership & Management Traits certificate  
5. Communication skills Certificate  
6. Problem solving & Decision-Making Certificate

**Experience**

Total 25 years Extensive working Experience

**Abroad**

:  
1) **JGC Gulf International Co. Ltd. (EPC Contractor)**  
**Al Khobar, KSA** (Since 01<sup>st</sup> August 2017 onwards)  
: Presently Working as a Senior PJ Cost Engineer for their Bidding and Ongoing Projects of:  
**Saudi Aramco, BAPCO, Tatweer Petroleum Etc.**

2) **Modern Arab Construction Co. Ltd. (Construction Contractor), Al Khobar, KSA**

**Saudi Arabia an ISO 9001-2008 certified Company**  
(From 17<sup>th</sup> April 2001 to 22 May 2017)

: Worked as a Senior Estimator (Mechanical) for their several Bidding jobs and Projects of:

**Saudi Aramco, Saudi Electricity Company, Sabic, Petrokemya, Safco, Royal commission Etc.**

3) **L.G Construction Arabia Ltd, Abqaiq, Saudi Arabia**  
(From March 1997 to August 1999)

Worked as a Quantity Surveyor (Mechanical) for their different projects of Aramco, like Shaybah Downstream processing facilities, Abqaiq Support facilities, Shedgum GOSP-1 & 2 .

Nature of Job:

**EPC Contractor (JGC Co.):**

**Job purpose** is to collect and analyze data and information required to estimate costs associated with EPC projects while providing guidance to PJ cost engineers and prepare project proposals and reports with the goal of achievement of Company objectives.

Works proactively towards maintaining the project schedule and budget by cooperating with project team.

**Key Accountabilities are:**

**Cost Estimation**

Lead all activities in cost estimating and take a proactive approach towards improvements.

Utilize cost methodologies, tools and appropriate cost methods to prepare and maintain reliable and accurate estimation data.

Prepare cost estimates to be used for proposal submission in coordination with proposal team to ensure costs are reflected as accurately & optimally as possible in the submission.

Continuous Improvement - Contribute to the identification of opportunities for continuous improvement and sustainability of systems, processes and practices considering global standards, productivity improvement and cost reduction.

### **Cost monitoring & control**

Review monthly cost reports and provide cost analyses to monitor and control any cost deviations.

Review project cost control procedures and project target setting in order to minimize any cost deviation from the prepared estimates.

Prepare Cost Performance Index (CPI) and Schedule Performance Index (SPI) using Planned Value (PV), Earned Value (EV) and Actual Cost (AC)

### **Data Auditing & review**

Review financial data related to accruals, invoice payments, purchase orders, material deliveries and other financial data to analyze and assess cost expenditures & accuracy of data.

### **Policies, Systems, Processes & Procedures**

Follow all relevant departmental policies, processes, standard operating procedures, and instructions so that work is carried out in a controlled and consistent manner.

### **Reporting**

Preparation of timely and accurate statements and reports to meet department requirements, policies and quality standards.

### **Key Performance Indicators**

Ensure that all project objectives are delivered within budget and schedule to the highest quality standards. Providing support to the project manager in his day-to-day operation and an early warning to the organization whenever the project budget or schedule are not met.

### **Role & Responsibility:**

Schedule for Estimation Work  
Review of Contract Financial Terms and Conditions  
Issuing Estimation Cost Review Schedule  
Prepare OME Cost Estimate  
Prepare Preliminary Cost Estimate  
Preparing Manhour Evaluation Summary  
Review and evaluate Procurement Bid Summary  
Review and evaluate Construction Cost Table  
Prepare and analysis of All Cost Submissions (Manhour, Risk Items, Vendor Specialists ...Etc.)  
Estimating Proposal Expenses  
Incorporate All Cost Items in The Cost Summary Table  
Prepare Net Cost (Cost Summary Table)  
Prepare Proposal Presentation to TOP MGT  
Prepare Proposal Cash Flow.

Prepare Commercial Proposal and Submit to Sales for Client Submission.

Prepare Historical data

Action to establish Proposal Strategy, Estimation Methodology, Estimation Schedule, Cost Estimation, Evaluation from Historical Data. Ability to evaluate by several cost analysis the estimates submitted by Engineering, Procurement and Construction Division.

Willingness to understand and achieve Project Manager expectation accordingly set estimate philosophy to develop cost estimation. Support Project Manager to Perform Risk analysis to set the Cost Percentage and finalization of price with Management.

Prepare alternative proposals using value engineering study.

Prepare budget and get approval from Project Manager

Prepare Notification of Target to each Discipline.

Review Check Estimates and clarify with related disciplines.

Change Order Management

Prepare and analyze ACWP, ETC, EAC, Cash Flow, Invoice etc. and present to management in a timely manner.

### **Construction Contractor (MAC Co.):**

Preparing bill of quantities and tender prices for piping, equipment, painting, insulation, structural steel, plumbing and fire protection systems.

Review of scope of work, project specifications, procedures, revisions, Engineering standards project's drawings - plan, isometric, key plan, plan & profile, interface plan, P &ID, flow diagram drawings, designs and other references applicable to the project.

Estimation of man-hours, pricing of materials, calculation of costs for construction equipment, subcontract and consumables for piping, equipment, painting, insulation, structural steel, plumbing and fire protection systems.

Analyzing and compiling data on construction factors, such as labor, materials, special machinery requirements, and site location.

Preparing a cost summary for the entire project, this includes the costs of materials, equipment, labor, taxes, insurance, and any other costs affecting the project.

Developing accurate and clear cost estimates based on project data and communicating those estimates with engineers and concerned staff.

Maintaining a construction cost database for Forecasting project costs and ensuring that construction costs are managed as efficiently as possible.

Performing costs analysis, preparing and analyzing costing for tenders to assist in anticipating project costs.

Monitoring and storing costs to improve the accuracy of future estimations, this is sometimes integrated with the quantity surveying activities.

Conducting feasibility studies to estimate materials, time and labor costs for projects in addition to negotiating and prepare bids for tenders and contracts.

Prepare value engineering, alternatives and proposals to be submitted to clients.

Search always for more comprehensive alternatives without sacrificing quality.

Coordinating with the project staff to schedule costs related to the project and communicate cost estimates with concerned departments.

Co-ordinating with planning engineers to schedule project costs, resources and quantities as required.

Preparation of Construction Schedule and Manpower Histogram in Excel

Familiar with ASTM, ANSI, ASME, ASNT, API, NFPA, UPC, Saudi ARAMCO & Sabic standards and codes

Handle Refinery, Gas plant, Power Plant, Water & Sewage treatment plant, Industrial supporting facilities projects.

Sending inquiries and getting proper quotation for different type of materials, machinery and equipments from local and overseas suppliers / manufactures / subcontractors.

Preparation of quotation comparison table and finalizing the material unit price

Attending job explanation meetings and performing site visit and gathering necessary information such as site accessibility, current site condition, and availability of utility services and reporting to the concerned person.

Preparation of Bid synopsis

Design and estimation of plumbing systems as per Uniform Plumbing Codes and Aramco Engineering Standards

Maintain close co-ordination with civil, electrical and instrumentation departments to keep the accuracy of estimation.

Supporting the procurement department for the post bid activities related with the procurement, material submittal, and technical queries to client regarding all mechanical items.

Also experience in the Fabrication and erection of piping and steel structures

Familiar with QA/QC procedures, activities, standards and codes

Preparing Weld mapping, tie – in & Hydro test packages & Method statements for the ongoing projects and getting approval from the client.

Perform Internal Audit in different department for ISO 9001 -2008 QMS.

**India**

: **Neo Structo Construction Pvt. Ltd, Gujarat.**

(From May 1993 to March 1997)

Worked as a Site Engineer / Quantity Surveyor for their different bidding and construction projects like:

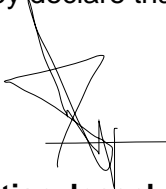
**Hindustan Petroleum Corporation Ltd, Bombay, Heat Optimization Project**

**Larsen & Toubro Ltd. Surat,** for their different jobs like pressure vessels, waste heat recovery sections, slab caster, piping and structural steel works.

**Reliance Petroleum Ltd. Surat,** Propylene terminal facilities and Air separation units (Oxygen plant) I & II.

**Oil and Natural Gas Corporation Ltd. Surat,** Phase III expansion project as the subcontractor of Daelim Engineering (Korean Company)

I hereby declare that the details given above are true to the best of my knowledge and belief.



**Sebastian Joseph**