

**NIGERIA INSTITUTE OF QUANTITY
SURVEYORS**

MATURE ROUTE INTERVIEW

REQUIREMENT

P00364E

EBOFU IGAH MATTHEW

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PERSONAL INFORMATION

- ❖ Date of Birth: 25th May, 1979
- ❖ Nationality: Nigerian
- ❖ State of origin: Benue
- ❖ L. G. A: Otukpo
- ❖ Gender: Male
- ❖ Marital status: Married

SCHOOLS ATTENDED AND QUALIFICATIONS OBTAINED WITH DATES

- ◆ **LGEA Primary School Akwete Akpa**
First School Leaving Certificate: 1990 - 1996
- ◆ **Government Secondary School Kwakwachi, kano**
Senior Secondary School Certificate: 1997 - 2000
- ◆ **Kano State Polytechnic**
OND Building Technology/Quantity Survey 2001 - 2003
- ◆ **Kaduna Polytechnic**
HND Quantity Survey 2005 - 2007
- ◆ **National Youth Service Corps-**
Certificate of National Service: 2008 - 2009

LANGUAGE PROFICIENCY

- ❖ Idoma
- ❖ Hausa
- ❖ English

HOBBIES

- ❖ Writing
- ❖ Sports

❖ Listening

EMPLOYMENT DETAILS

EMPLOYER	POSITION	DURATION
MTN Nigeria	Outbound marketing	2009 - 2011
Black Gold Nigeria Limited	Site Supervisor	2012 to 2013
Zina & Lider Nigeria Limited	Project Manager	2014 to 2016
Witmat Engineering Works and Services Limited	Director (Project)	2016 - Till Date

INTRODUCTION:

I commenced my career in Quantity Surveying as site supervisor with Black Gold Nigeria Ltd, an Estate Developer a company that designs and build mass housing and also undertake civil construction, contract administration, project management and supervision.

Apart from that, Black Gold Nig Ltd, I was engaged by zener & Lader Nigeria Limited also a developer as the lead project manager who oversees the cost analysis, Evaluation and management of the company's project. After successful full 2years active participation as project with zener & Lader I existed and got engaged with witmat Engineering Works and Services Limited where am serving as director (project quantity survey) till date

JOB ROLES AND RESPONSIBILITIES

Considering that I was a fresh quantity surveying graduate, the Company's Project Director that I worked under, being a registered Quantity Surveyor, took it his time to

put me through the basic rudiments of our noble profession in the areas of; professional ethics and conduct, Measurement, estimating and writing of site progress reports among others. This he did to equip me with the necessary skills required to enable me carry out my roles effectively, within the scope of my engagement as the Project Quantity Surveyor of the company.

- i. **Project Quantity Surveyor:** I was saddled with the responsibility of carrying out of joint accurate physical measurement of works at site with the contractor's representative to verify the claims made by the contractor for payment.

I was also involved in carrying out market surveys to ascertain the prices of construction and building materials. Whenever the need arises, I represent our company in dispute resolution meetings between contractors and their sub-contractors. I was also involved in the preparation of bid documents, project budget, project management and tender analysis. Keeping of records of ongoing projects, stage of work at various sites, amount disbursed, anticipated targets to be achieved and taking of minutes during meetings were all part of my duties as a project Quantity Surveyor.

- ii. **Project Manager:** Apart from my roles as a Quantity Surveyor, I came up with I came up with implementable monitoring system for APG projects. I monitored project activities, outputs and progress towards anticipated results. I also ensured the control of costs on projects to be within budget, visit project sites to monitor progress of works while establishing the extent of work executed. I was responsible for preparing valuation report to ascertain if a contractor is due for payment. I break the work to be executed into milestones/deliverables while

at the same time comparing the work executed on site with the project Bills of Quantity.

- iii. **Project Manager/Director:** My roles include the review of contract /project documents for aptness, appraise project scopes end- to-end to identify risk factors and suggesting appropriate to mitigates, determine the extent of work achieved at different stages of the project execution vis-à-vis projected scope, budget, quality and timeliness, review contract/sub-contract agreements between parties involved in projects. My roles also include guiding banks on project milestones identification, deploy value engineering skills in ensuring that the project is executed within budget, without sacrificing functionality of the purpose, ensure contractor's strict adherence to extant laws so as to execute their projects in socially responsible manner, with very minimal disruption (if any) to public infrastructure and utilities for avoidance of sanctions and penalties by regulatory authorities. Conclusively I saw to it that there is value addition to ongoing projects, ensuring that the project is concluded within budget, quality specification and timeline. Suffice it to say that I have garnered veritable experience in project management, leadership skills and coordination of project teams within the past 15 years. Details of some the projects that I was involved in are hereby listed below:

DETAILS OF SOME OF THE CONSTRUCTION PROJECTS HANDLED

S/N	Project Title	Client	APG Sum	Year	Status
	Construction of 20units two bedroom flat, (foundation only)	Black Gold Nigeria Limited	3,550,000 per unit	2012	Completed
	Construction of Three bedroom flat and two bedroom block of flats 20units and 30units respectively	Zina & Lider Nigeria Limited	18,350,000 per unit and 14,250,500 per unit	2016	70% Completed
	Construction of three bedroom paint house, River park estate	Ibrahma Ada Francis	15,850,000.00	2016	Completed
	Construction of Four Unit of Two Bedroom Block Flat at Plot 656 Mpape	Mrs. Evelyn Asoqu	68,667,405.00	2018	Completed
	Construction of four bedroom flat at river park	Client, Mrs. Evelyn Asoqu	32,500,000.00	2018	Completed
	Renovation of PCR Lab Braithwaite Memorial Specialist Hospital P/H River State	Family Health International (FHI 360)	42,000,000.00	2019	Completed
	Construction of Five Bedroom Duplex at Agbor Aka North Delta State	Mr. Daniel Ayidu	46,500,000,00	2019	Completed
	Renovation of Health Facilities at Mambila Plateau, Taraba State	United Nations Children's Founds (UNICEF)	8,938,445.55	2019	Completed
	Renovation of Primary Health Care Dunga LGA Taraba State	United Nations Children's Founds (UNICEF)	7,184,971.34	2019	Completed

	Construction of four bedroom flat at river park	Adekunle Adeniji	38,750,000.00	2020	Completed
	Construction of Five Bedroom Paint House, Plot 602 Apo Resettlement	Ibrahma Ada Francis	52,852,500.00	2022	Completed
	Reconstruction of Dry Store	United Nations Children's Founds (UNICEF)	57,600,000.00	2022	Completed
	Construction of Four Bedroom Duplex Plot 5, Ephrem Street Calabar South Cross River	Mrs. Evelyn Asoqu	48,000,000.00	2022	Completed
	Construction of 5unit of Three Bedroom Block of Flats Cafe, District FCT-Abuja.	Mona Homes	351,229,400.00	2023	On-going
	Construction of Quarter Guard and Centary (Nigeria Army Conference Center Lungi Barrack)	Nigeria Army	27,245,690.00	2024	Completed

PROFESSIONAL EXPERIENCE

1. VALUE ENGINEERING

Working as a project manager with Zina & Lider Nigeria Limited gave me the opportunity to acquire some relevant experience on how to manage a construction project from the pre-contract to the post contract stages. I came to appreciate the need for value engineering before the commencement of any construction project. At this stage a review

is being carried out on the different aspects of the design of say a building project from the Architectural, Structural, Mechanical and electrical point of view with the aim to ensure that value is maximized. When this is properly done a developer will not over pay for quality when an equally less expensive option exist. The process of Value Engineering focuses on improving functionality while keeping costs low. This definitely is a prerequisite for the actualization of any construction project.

2. **PROJECT MONITORING AND EVALUATION**

During my years of discharging my duties as Project Quantity Surveyor and Project Manager, I came to realize that some projects could fail if there is no effective Project Monitoring and Evaluation while executing the project. From my experience, Value Engineering needs Project Monitoring and Evaluation to succeed. It is a known fact that Value Engineering can be done before any construction project commences and also during the execution of any construction project. During construction, it is Project Monitoring and Evaluation that aids us to identify where to further introduce value engineering so as to deliver the project.

It enables us to identify progress being made and also problems encountered. While implementing the work program of a construction project, it is Project Monitoring that enables us to ask at every stage, "Did we deliver?". It focuses in particular on efficiency and the use of resources as it provides records of activities and results, and signals problems to be remedied along the way

Evaluation on the other hand helps us to answer the question, "what has happened as a result". It enabled me to make objective assessment of some of the projects my company

handled, considering their design, implementation and results. I was able to help the Contractor analyze why some intended results were not achieved, Examine Implementation Process, explore unintended results and highlight significant accomplishments, which led to my making recommendations for improvement. Conclusively, I can say that Project Monitoring and Evaluation should be an integral part of any construction project as it creates room to assess if progress desired is being achieved as the project is going on.

3. FEASIBILITY STUDIES

I Came to realize that the need for feasibility studies before the commencement of any project cannot be overemphasized. It is a "conditio sine qua non" before embarking on any project. Be it a profit or nonprofit project, as it ensures a detailed analysis that considers all of the critical aspects of a proposed construction project in order to determine the likelihood of it succeeding. I gave veritable advice based on my experience to ensure that the construction projects of our clients are carried out in locations where it will add value. This was done by carrying out a survey of the kind of activities that are already taking place around the location where the construction project will be situated. Being part of the management team, I was able to come up with cost estimates that enabled the team to carry out cost benefit analysis to advise our client on the viability of any proposed construction project. As a team player, we were able to aid the company to know whether if it has enough right people, financial resources and Technology to embark on the proposed project ahead of time. Conclusively, my inputs have

enabled my company to know the pros and cons of undertaking a project before investing a significant amount of time and capital into it.

4. COMMUNICATION AND COORDINATION

Coordination and Communication are key factors in successful Project Management. In my capacity as Project Director/Project Director, I was able to create clear and accurate channels of communication to avoid any possibility of misunderstanding, mistakes and consequently loss of time and money. Effective communication and coordination are indispensable to the success of any project as it builds team-wide trust so everyone works better together from start to finish of the project. The project plan I ensure that it is well documented and made available to all (team, Professionals and stakeholders) so they can update and track progress every step of the way. The following attitudes were implored:

- a. I made sure that I listen to my team to really understand issues and look for ways to fix them.
- b. I dig deep into details by asking very important client questions.
- c. I emphasize on efficiency over speed. I make sure that my team knows that going 10 Kilometers an hour towards a specific destination is much better than going 30 Kilometers in circles.
- d. Send out monthly, weekly or even daily project updates to ensure everyone involved is informed and up-to-date.

- e. I respect my team by being nice and treating them well so that in return they will perform.
- f. Saw to the day to day management of task as the project progresses so as to streamline the work flow employees task, by informing them on who is responsible for each section of a project and it's deadlines. Made sure that minutes are taken during meetings, documenting important information employees can use to execute their tasks or projects.

While carrying out my duties as a project Manager/Director, I came to the conclusion that improving Communication and Coordination through relationship Management has shown to mitigate delays in exchange of ideas and

Information.

As a result, I made deliberate efforts to develop relationships that ultimately help project move smoothly, knowing fully well that effective project Communication and Coordination can maximize the team's performance in the workplace. Contract administration and quality management.

LEADERSHIP:

Working as a Project Manager/Project Director made it possible for me to lead teams that are made up of other qualified professionals like Builders, Land Surveyors, Architects and Engineers. One my leadership strategy was to come with a work plan that clearly shows the scope of the project, the resources needed, time frame and budget, then the right amount of materials are been

ordered and stay in line with budget. The work plan aids me to better monitor and control each stage of projects ensuring that it is progressing according to prescribed timeline. As a team leader, I ensured that the Professionals involved in the project, like Builders, Architects, Land Surveyors and Engineers are aligned on the well spelt out project goals and know exactly what is expected of them. I learnt how to allocate tasks to each of the members of the project team by making timely decisions about who is capable of performing specific tasks on the project by assessing the tasks and the team and making informed decisions on the deadlines, tools/equipment, knowledge and competence needed. This is very critical in the allocation of available resources for the project before the commencement of any task on a project. In my leadership capacity, planning, monitoring, and controlling all aspects of a project while it progresses is a continuous process. At the same time, I ensured that all those that are involved in the project, including the professionals are being motivated to achieve the project objectives on time and to the specified cost, quality and performance. I also collaborated with my team on any issue I may encounter, to manage risks and the validity of tasks within the project scope.

CHALLENGES AND SOLUTIONS

a. SCOPE CREEP

During the planning stage of a project, I came to realize that some Clients cannot come up with a clear picture of what they exactly want. Their requirements and expectations sometimes could be best described to be vague. This ultimately creates a daunting challenge to both the Project Manager and his team. If this is not adequately handled before the commencement of the project, then there is the tendency of having a scope creep, where ad hoc changes are being initiated or

are being suggested during the project execution. This condition in most cases result in delays and additional costs. To effectively ensure that Scope Creep does not occur during project execution, I dig deep into details by asking my clients some very important questions, to get their exact requirements and also understand their expectations. This should be as clear as possible without any form of ambiguity.

b. INADEQUATE RISK MANAGEMENT

Potential risks are inevitable while executing a construction project. This is so because projects rarely go exactly as planned as there are so many variables that can create unlimited possibilities. As a result, I try to identify potential 'what if' Scenarios and try to come up with contingency plans to tackle any risk factor anticipated, should it arise.

c. LACK OF CLEAR GOALS

Clarity is one of the most important requirements for the successful completion of a construction project. If a project does not have a well defined project goal, it becomes very difficult for that project to succeed. It is of utmost importance that projects should have a way of quantifying project progress by setting up Project Milestones.

This can be addressed by first assessing the needs of the project and the resources required to accomplish it. These resources will include the human skill component and its availability. If this assessment is properly done, it might show whether if additional staff or skillset are required or not. We had this problem with some projects where we were called up after the commencement of the project to monitor, evaluate and raise recommendations.

d. UNFAVOURABLE WEATHER CONDITIONS

Depending on the nature of a project, work productivity reduces if there are adverse weather conditions like strong winds and rains. The strong winds are associated with dusts which can impact negatively on vision while construction is going on. The rains on the other hand comes with wetness and cold, thereby creating unsafe conditions for construction works to go on. The wetness and the cold associated with it depending on individuals on a construction site, can lead to some serious health problems. Loosing manpower as a result of avoidable site conditions could lead to delays on milestone set targets.

On a building construction site, the work plan should be such that the substructure should be attended to before the advent of rains. Once the building has been roofed, some other works like piping for electrical and plumbing works can be going on inside during the rains. Be that as it may, workers on site are been provided with rain coats, rain boots and hard hats among others to reduce the adverse effect of the rain on their health and safety while construction work is been carried out during the rains. Depending on the nature of the construction site, water pumping machine is being introduced into the site to discharge water from the site before construction works resume at the site after the rains.

CONCLUSION

While being an active participant during the pre-contract and post contract stages of various construction projects, I have acquired valuable experience in Quantity Surveying profession. This has aided to boost my level of confidence and believe in myself while carrying out my roles as a Quantity Surveyor. At the face of unavoidable challenges that are associated with Construction Projects be it at the pre-contract or post contract stages, I can analyze the situation and make decisions that would impact positively on the project. Conclusively, I can say that my analytical, managerial, leadership and technical abilities has been greatly enhanced while being engaged over the years.

I hereby earnestly pray that my application for upgrade into the Corporate Membership cadre of the Nigerian Institute of Quantity Surveyors will be given a kind and favorable consideration.

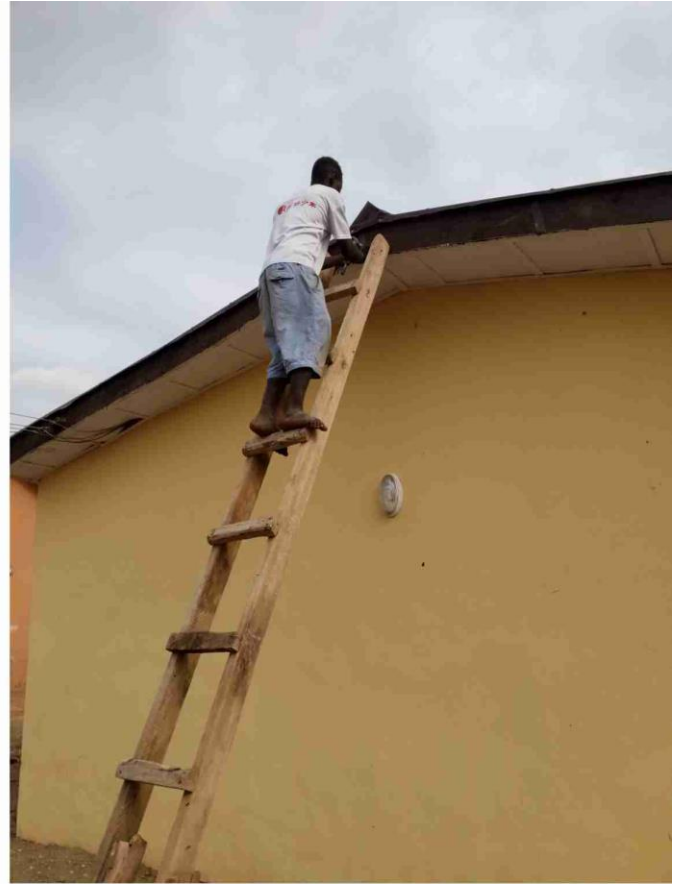
APPENDICES

* Site Progress photographs
RENOVATION OF PCR LAB AT BRAITHWAITE MEMORIAL SPECIALIST HOSPITAL P/H RIVER STATE



CLIENT: FAMILY HEALTH INTERNATIONAL (FHI 360)

RENOVATION OF PRIMARY HEALTH FACILITY AT DUNGA LGA, TARABA STATE



CONSTRUCTION OF DRY STORE AT RAFI, KABOJI AND BORUGU LGA NIGER STATE

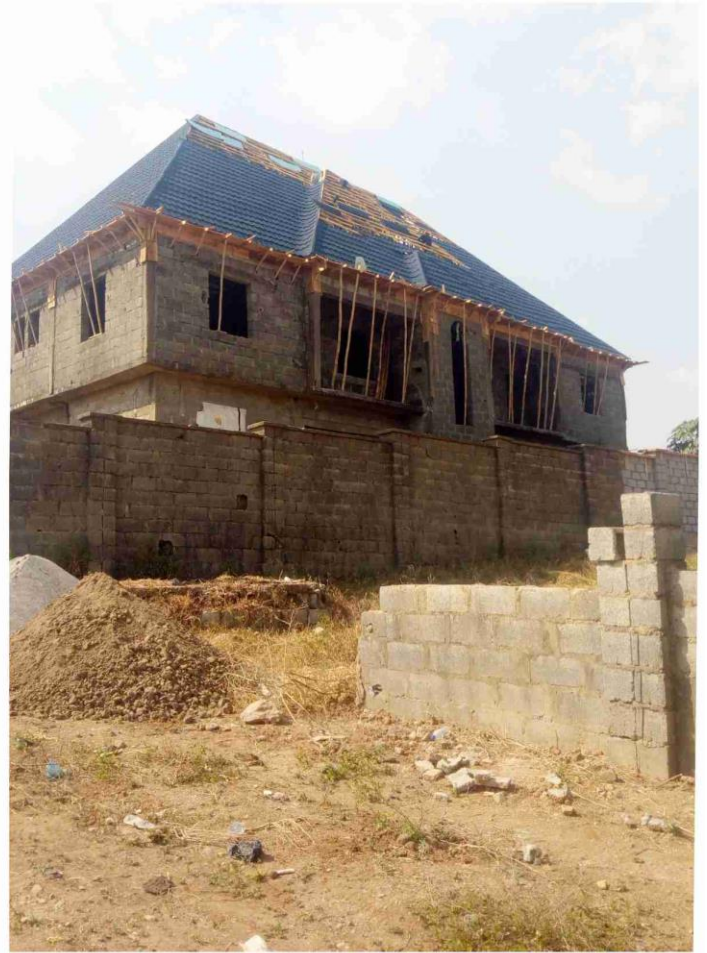


CONSTRUCTION OF FIVE BEDROOM DUPLEX AT AGBOR AKA NORTH DELTA STATE



CLIENT: MR. Dan Ayidu

CONSTRUCTION OF FOUR UNIT OF TWO BEDROOM BLOCK FLAT AT PLOT 656 MPAPE



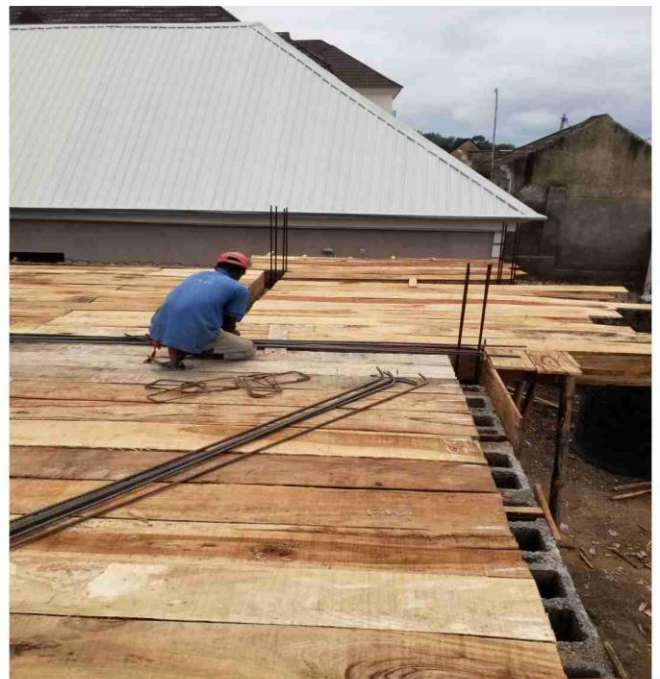
CLIENT: MRS. Evelyn Asoqu

**CONSTRUCTION OF
QUARTER GUARD AND CENTARY (NIGERIA ARMY CONFERENCE CENTER LUNGI BARRACK)**



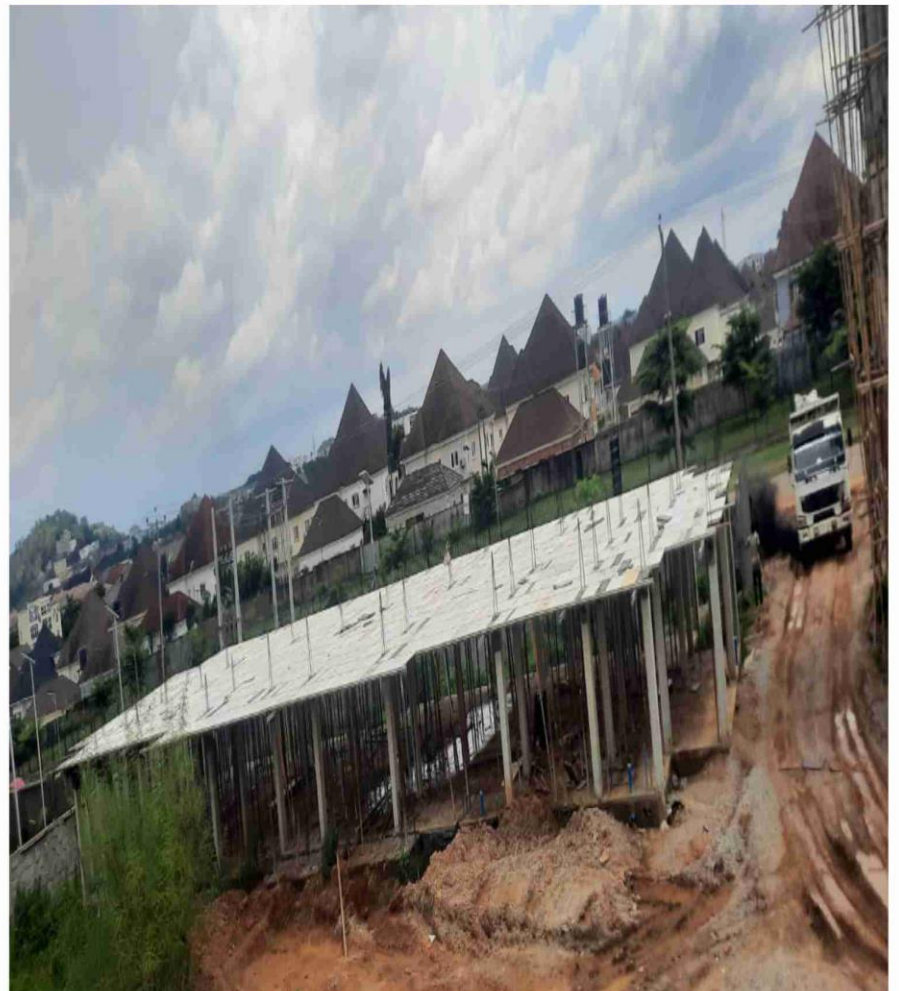
CLIENT: Nigeria Army

**CONSTRUCTION OF
FIVE BEDROOM PAINT HOUSE, PLOT 602 APO RESETTLEMENT**



CLIENT: Ibrahma Ada Francis

CONSTRUCTION OF 5 UNIT OF THREE BEDROOM BLOCK OF FLATS CAFE, DISTRICT FCT-
ABUJA.



CLIENT: Mona Homes