

PROFESSIONAL EXPERIENCE REPORT

PRESENTED

TO

**THE NIGERIAN INSTITUTE OF QUANTITY
SURVEYORS (NIQS)**

BY

ALI JIBRIN KWADON

P02461A

MARCH ,2026

INTRODUCTION

The main purpose of this professional experience report, is to analyse the working experience acquired from the practice which serves as a pre-requisite in partial fulfillment for a prospective candidate to be upgraded from Probationer to Cooperate Member of the Institute.

**MY PERSONAL INFORMATION/EXPERIENCED ACQUIRED DURING MY
PRACTICE TO DATE**

ALI JIBRIN KWADON

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PERSONAL DATA:

Date of Birth: 2nd August, 1987

Sex: Male

Nationality: Nigerian

State of Origin: Kogi

L.G.A:

Marital Status: Married

Religion: Islam

CAREER OBJECTIVES:

- To create a hardworking, effective and efficient habit that will make me a valuable asset in any organization.
- To input meaningful ideas through research and skills in order to actualize goals of the organization.

INSTITUTION ATTENDED WITH DATES:

❖ **Federal Polytechnic Bida, Niger State** **2007-2009**

Quantity Surveying

Higher National Diploma (HND)

❖ **Federal Polytechnic Bida, Niger State** **2002-2005**

Quantity Surveying

National Diploma (ND)

- ❖ **Federal Polytechnic Bida, Niger State**
Building and Quantity Surveying
Pre National Diploma
- ❖ **Federal Government College, Ugwolowo, Kogi State** **1989-1995**
Senior School Leaving Certificate (WAEC)
- ❖ **Arabic Center Primary School, Idah, Kogi State.** First **1982-1987**
School Leaving Certificate (FSLC)

WORKSHOPS:

- ❖ **Importance of the Internet in Building Construction** **2008**
Federal Polytechnic Bida (Participant)
- ❖ **Entrepreneurship and Career Fair, Abuja By Federal** **2013**
Ministry of Industry of Trade and Investment

EXPERIENCES:

- ❖ **National Hospital, Abuja** **2024**
Bill for Mortuary Extension
- ❖ **National Hospital, Abuja.** **2024**
Rehabilitation and Upgrading of Cluster 'C'
- ❖ **National Hospital, Abuja** **2022**
Bill of Quantity for Renovation of Private Wing
- ❖ **National Hospital, Abuja** **2021**
Bill of Quantity for Tax Force Reconstructions
- ❖ **National Hospital, Abuja.** **2020-Till Date**
Quantity Surveyor
- ❖ **Pipeline and Product Marketing Company (PPMC)** **2009-2010**
National Youth Service Corps (NYSC)
- ❖ **Amilax Investment Limited** **2010-2015**
Quantity Surveyor
- ❖ **Marbitech Nigeria Limited** **1999-2000**
Site Manager

MOST CURRENT WORK EXPERIENCE

NAME OF THE PROJECT:

Construction of Abdulrahman Marafa Memorial Secondary School

CLIENT: Ministry for Local Government and Community Development

Sokoto

CONTRACTOR: BAKMAH ConstructionCompany LTD.

LOCATION OF THE PROJECT: Tambuwal

PROJECT DURATION:

The Project lasted from November 2022 to May, 2023

COST OF THE PROJECT

- ❖ The cost of the Project was N 299,947,274.00 (Two Hundred and Ninety-Nine Million, Nine Hundred and Forty-Seven Thousand, Two Hundred and Seventy-Four Naira Only)

SCOPE OF THE PROJECT

- ❖ Construction of Secondary School which consists of 15 Blocks of Classroom, Four Laboratories, One workshop Sunck Bay and Administrative Section

OBJECTIVES OF THE PROJECT

- ❖ To relocate the school to the new site to provide a conducive atmosphere for the staff and student to facilitate a speedy growth for the college.

TASKS AND ACTIVITIES CARRIED OUT DURING

THE PROJECT EXECUTION

During this period of Experience, I played the role of the Project Manager, which ensure the planning, executions of the various Project works carried out while ensuring that quality of work and delivery of the project within the cost budget.

As the Project Manager, I ensure on the project, coordination and communication with all the parties that were involved in the construction work. My responsibilities were accountable for planning, coordinating, directing and controlling all the activities at the project site which were necessary for achieving the project objectives of time, cost and quality of work.

Therefore,I ensure that the rules and safety measure, precautions to be taken on project site were strictly applied and observed and among others the essential are;

- ❖ The required personal protective Equipment are mandatory and necessary for work.
- ❖ Provide onsite to worker's safety Boots, Helmets or hardhat and Goggles etc.
- ❖ Ensure that the artisans on site know how to perform the job safely.
- ❖ Ensure that the artisans on site know about possible hazards and how to protect themselves.

- ❖ Ensure that Caution lines where necessary within the Project site.

We always active on-site meetings of the project, and where issues concerning the project were discussed we in conjunction with the consultant device way out to resolutions that brought progress for the project, which among others includes;

- ❖ Ensure all instructions are confirmed in writing because of cost implications.
- ❖ To carry out pressure test for plumbing work.
- ❖ To ensure competency and Quality, submission of technical personnel such as the Resident Architect, Quantity Surveyors, Structural Engineer, Builder and the Services Engineers CV were mandated
- ❖ The Contractor should liaise always work with Consultant Structural Engineer to ensure that all structural aspects are done in conformity to quality and standard so as to avoid collapse of building.
- ❖ We try to avoid Contractor complaining over the delay in processing the payment so as to speed up the project execution in relation with budget, time and cost.
- ❖ Ensure that Contract documents must be kept at the site all times.

- ❖ Contractors should work in accordance with the programmed of work for timely project delivery
- ❖ ensure that the Contractor submit his monthly progress reports and including the photographs showing the status of the Project.

Considering that, Government project does not entertain variation on Contract.

I try to ensure that contingency provision cover all additional work and also ensure that the cost of the project do not affect the overall Contract sum of the project.

The project was successfully completed, but it exceeded the Contract duration which was affected by Environmental factors and government policies making.

SUMMARY OF EXPERIENCE GAINED

In the course of acquiring experience on how to manage the project site from Inception to Practical completion, I can emphatically

mention here that the experience I gained were but not limited to the following:

With reference to the Contract duration, I gained experience from the contractor's skills that was displayed to ensure that, the work execution was in line with Programmed of works. These among others includes total adherence to the design and specifications as it relates to the Contract terms of the Project, which is very critical and fundamental for quality delivery.

Understanding the need to during pre-handing over inspection that was carried out, ensure strictly to followed up with the list of remedial works to be executed.

I also gained experienced on the need of handing over the Project, were all the parties concerned went round for final inspection and satisfied the Project, which was finally handed over to the Client as end user.

OTHER WORK EXPERIENCE

- Construction and Furnishing of 160-capacity student hostel college of education, Zing Taraba state
- Construction of 2Blocks in Sokoto Central Market burnt section
- Renovation/Infrastructure Works (5no Male Hostel Blocks) at Shehu Shagari College of Education Sokoto

- Procurement and installation of classroom furniture's at College of Education Dakingari – Kebbi State
- Supervision of the construction of academic complex, COE Argungu, Kebbi State
- Supervision of the construction of laboratories at COE Argungu, Kebbi State
- Supervision of works and ensure compliance to specifications
- Supervision for the remodelling of 20nr PHC in Sokoto state
- Supervision of faculty of Science Block A Sokoto State university

My duties, roles and responsibilities as a Project Manager among others are as follows;

- a. General contract administration and project management activities
- b. Project planning: This involves holding meetings with project planning committee to adequately plan for the yearly project needs after the needs assessment. The meeting deliberates on the priorities of the Bureau and how to incorporate them into an Action plan of the Bureau for approval.
- c. Action Plan: After the procurement plan, Action Plan proposal is then sent to the Bureau for approval stating the scope of the projects and the estimated cost for the projects.
- d. Advertisement: After budget approval, the procurement unit then start the process of advertisement for the proposed projects. The

projects are advertised in two national dailies, the Federal tenders' journal and Daily trust News Paper.

- e. Bid submission and openings: after advertisement, bids are then received from bidders who expressed interest in the projects. The periods for receiving bids after advertisement is six weeks as stipulated in the public procurement Act, unless where CERTIFICATES OF NO OBJECTION are obtained from the Bureau of Public Procurement (BPP) to the contrary. Bids received are then subjected to both technical and financial evaluations. Some of the basic pre-qualification documents includes but not limited to the following: certificate of Corporate registration with corporate affairs commission (CAC), registration with BBP, Tax clearance certificate (three years), NSITF, ITF, Compliance with pension Act etc. Having pre-qualified bids, successful bids are then evaluated to select the lowest responsive bids. All bids are seriously scrutinized by correcting tender sum, identifying errors and deviations.
- f. **Tenders Board Approvals:** After successful evaluation, a comprehensive report is then submitted to the Tenders Board for deliberation and approval at the tenders Board meeting.
- g. **Contract Award, execution and Implementation:** after securing approval, contracts are then awarded to successful bidders and subsequently mobilized to site.
- h. **Execution of the projects:** The Physical Planning and Project Monitoring Department then monitors and supervises the execution of the projects and the project Quantity Surveyor raises valuations

Certificates and recommend for payments after vetting by the Quantity Surveyors Leader.

CONCLUSION

This report explains the academic and professional works/training I have acquired so far and contains the relevant post – graduation working experience I have gained, in the field of both Quantity Surveying . Due to space constraints, this report may not be exhaustive, but an attempt was made to point a vivid picture of my experience resume. It is however my hope that it presents a clear picture of the quality of experience that I have been privileged to acquired.

RECOMMENDATIONS

In view of the working experience as represented in this report, I wish to kindly put forward the following recommendations to the Nigerian Institute of Quantity Surveyors (NIQS) for consideration:

- I request the Nigerian Institute of Quantity Surveyors (NIQS) to consider my registration and approve my full membership.
- I also request the Institute to put more efforts in ensuring due recognition of the roles of Quantity Surveyors in public procurement management Nigeria.
- I strongly recommend the NIQS to put more efforts in visiting senior secondary schools final students with career talk with a view to catching them young in to this noble profession.
- If NIQS considers and approve my registration as a full Member of the NIQS, it will take me higher in my career as a Quantity Surveyor and therefore encourage the zeal and confidence in me to put more efforts in practicing my duties even as I would remain a good ambassador of the Institute.

CHALLENGES ENCOUNTERED

The major challenges encountered in the discharge of my duties as a procurement officer are as follows:

- a. Delay in the release of budgetary allocations which seriously affects the execution of proposed projects especially when it is Rehabilitation because the structure tends to deterioration more compare to when the scope was taken and Bill of Quantities prepared for rehabilitation

- b. Bureaucratic bottlenecks associated with procurement processes like advertisement period, cost of advertisement, delayed decision making etc.
- c. Delay in honoring valuation certificates of payments which seriously affects project delivery.
- d. Undue interference and corruption associated with the procurement process which gives birth to awarding Contracts to none experienced Contractors and in the end, the projects suffers.
- e. Lack of qualified procurement professionals to handle procurement duties especially in the area of construction procurement management.

APPENDIX

Below are the pictures from the Completed Constructions of the Secondary School.







