



NIGERIAN INSTITUTE OF QUANTITY SURVEYORS
The professional construction cost managers.

REPORT ON PROFESSIONAL EXPERIENCES

PRESENTED TO:

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

BY

**AKANBI KABIR ADEMOLA
P02667A**

**IN PARTIAL FULFILLMENT OF THE REQUIREMENTS
FOR REGISTRATION TO CORPORATE MEMBER**

MARCH 2026

ABSTRACT

This report covered my post – graduation and professional working experience, I detailed the durations of my working experience on Quantity Surveying practices.

This report would help to explain my experience in relation to the area of my career and duties/responsibilities held.

AKANBI KABIR ADEMOLA

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BIO DATA:

Date of Birth: 24th December, 1985

Sex: Male

Marital Status: Married

Local Government Area: Offa

State of Origin: Kwara

Nationality: Nigerian

Religion: Muslim

Language Spoken: English&Yoruba

OBJECTIVE / GOAL:

Seeking a challenging position in an organization which offers both professional and personal growth with dynamism, and opportunities that utilizes research abilities.

EDUCATIONAL INSTITUTIONS ATTENDED WITH DATES AND QUALIFICATIONS OBTAINED:

S/N	INSTITUTIONS	DATE	QUALIFICATION OBTAINED
	Primary School		
1	Taoheed Nursery and Primary School, Offa, Kwara State	1997 – 2002	First School Leaving Testimonial (FSLC)

	Secondary School		
2	Oro Grammar School, Oro, Kwara State	2002 – 2008	National Examination Council (NECO)
	Tertiary Institution		
3	The Federal Polytechnic Offa, Kwara State	2008-2010	Ordinary National Diploma (OND) in Quantity Surveying
4	The Federal Polytechnic Offa, Kwara State	2011 - 2014	Higher National Diploma (HND) in Quantity Surveying

WORK EXPERIENCE:

1.0 PROJECT OBJECTIVES

In 2021, I supervised the Construction of JAMB CBT Center, Okene, Kogi State.

In 2023, I supervised the Construction of Community ICT Center, Gashua, Yobe State.

In 2024, I also supervised the Construction of Community ICT Center, Ibadan, Oyo State.

Intervention Projects of National Information Technology Development Agency (NITDA).

Term of Reference (ToR):

- i. Look at the work done so far at the sites and determined the cost implication
- ii. To assess the cost of the work needed to be done to complete the work.
- iii. Advise on the way forward
- iv. Any other directives the Management

As Quantity Surveyor and project manager on site I was saddled with site meetings between the contractor, consultants and the community head/chairman.

2.0 Duties, roles and responsibilities as a Quantity Surveyor by the above listed projects are as follows:

- a. The preparation of Bills and Schedules of Quantities of materials, labour and

services required in the construction and equipment of building, or engineering works.

- b. Visit building sites to monitor progress.
- c. Preparing tender and contract documents, including bills of quantities with the architect or the client.
- d. Preparation of specifications when required so to do.
- e. Undertaking costs analysis for repair and maintenance project work.
- f. Assisting in establishing a client's requirements and undertaking feasibility studies.
- g. Performing risk and value management and cost control.
- h. Preparing and analysing costing for tenders.
- i. Advising on procurement strategy.
- j. Identifying, analysing and developing responses to commercial risks.
- k. Allocating work to subcontractors.
- l. Providing advice on contractual claims.
- m. Analysing outcomes and writing detailed progress reports.
- n. Valuing completed work and arranging payments.
- o. Maintaining awareness of the different building contracts in current use;
- p. Understanding the implications of health and safety regulations.
- q. Contract Award, execution and Implementation: after securing approval, contracts are then awarded to successful bidders and subsequently mobilized to site. The procurement Unit then monitors the execution of the project and recommend for payments after netting interim valuation certificated issued by the Quantity Surveyor or appointed project consultants.
- r. Coordinate and monitored the services of the Project Management Consultants (PMC).
- s. The preparation of Bills and Schedules of Quantities of materials, labour and services required in the construction and equipment of building, or engineering works.
- t. Visit building sites to monitor progress.
- u. Preparing tender and contract documents, including bills of quantities with the

architect or the client.

- v. Preparation of specifications when required so to do.
- w. Undertaking costs analysis for repair and maintenance project work.
- x. Assisting in establishing a client's requirements and undertaking feasibility studies.
- y. Performing risk and value management and cost control.
- z. Preparing and analysing costing for tenders.

3.0 CONCLUSION

This report contains the academic and professional works/training I have undergone so far. It also contains the relevant post – graduation working experience I have gained, in the field of Quantity Surveying.

4.0 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 also request the Institute to put more efforts in ensuring due recognition, and therefore, proper appreciation of Quantity Surveyors in Nigeria.

5.0 CHALLENGES

The major challenges encountered in the discharge of my duties as a Quantity Surveyor are as follows:

- i. Delay in the release of budgeting allocation which seriously affects the execution of proposed projects.
- j. Bureaucratic bottlenecks associated with procurement processes like advertisement period, cost of advertisement, decision making etc.
- k. Undue interference and corruption associated with the procurement processes
- l. Acquiring abandoned projects due to capital project fund mop-up
- m. Issue with contractors for their Retention payments
- n. Segregation between the professionals and the BPP procurement converters been

privileged to head Procurement Units.

- o. Politician's interference of their constituency projects.

