



**REPORT OF PROFESSIONAL EXPERIENCE AND
ACHIEVEMENT**

SUBMITTED BY:

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**IN PARTIALS FULFILLMENT FOR TH REQUIREMENT FOR
MATURED ROUTE CANDIDATE**

**SUBMITTED TO THE NIGERIAN INSTITUTE OF
QUANTITY SURVEYORS**

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1.0 INTRODUCTION



This report presents a comprehensive account of my professional experience and achievements as a Quantity Surveyor, reflecting over fifteen (15) years of active practice in the construction industry.

Within this period, I have been actively involved in diverse construction projects, providing core Quantity Surveying services including cost management, contract administration, procurement, and project financial control.

My professional exposure spans residential, commercial, industrial, and renovation projects of varying scales and complexities. These engagements have provided valuable opportunities to develop technical expertise, strengthen problem-solving abilities, and enhance my understanding of industry best practices.

This report is prepared in fulfillment of the requirements for the Mature Route Application Examination of the Nigerian Institute of Quantity Surveyors (NIQS). It highlights my professional journey, detailing project involvement, responsibilities undertaken, and competencies developed over the years.

Through hands-on experience, I have developed strong capabilities in cost estimation, financial planning, value engineering, risk management, and contract administration. Additionally, I have enhanced my leadership, communication, and negotiation skills, enabling effective coordination with project stakeholders and successful project delivery.

This report also reflects the key lessons learned throughout my career, which has significantly contributed to my analytical thinking, decision-making capacity, and commitment to delivering cost-effective and high-quality construction projects.

2.0 SUMMARY OF WORKS EXECUTED

2.1 EVAGREEN CONSTRUCTION LIMITED

Renovation of Ehi Ground Hotel

This project involved the renovation and upgrade of an existing luxury hotel with the objective of achieving a five-star standard. The firm acted as Consultant Quantity Surveyor on the project.

Responsibilities:

Preparation of Bills of Quantities (BOQ) through detailed measurement

Participation in pre-tender meetings

Advising on material specifications

Execution of pre-contract cost management services

Proposed Culinary Mix Factory for WACOT, Sagamu

This project involved the proposed upgrade and expansion of an existing industrial facility. A feasibility assessment was conducted in collaboration with the Consultant Architect to determine the suitability of integrating the new extension into the existing structure.

Responsibilities:

- Measurement of building works for preparation of tender documentation
- Preparation of tender documents, tender reports, and negotiation reports.
- Participation in technical coordination meetings.
- Valuation of variations based on Architect's instructions
- Measurement and valuation of provisional sum items.

2.2 VICANTO PROJECTS SERVICES LIMITED



At Vicanto Projects Services Limited, I was involved in several projects including the renovation of Leadway Assurance offices nationwide and office fit-out works for MTN Nigeria. The firm operated primarily as a Building Contractor, delivering both pre-contract and post-contract services.

Pre-Contract Services

- Measurement of building works
- Preparation of Bills of Quantities
- Measurement of mechanical and electrical installations
- Preparation of preliminary estimates
- Conducting feasibility studies
- Development of work programmes and planning schedules
- Preparation of cash flow projections
- Preparation of material schedules

Participation in tender negotiations

- Post-Contract Services
- Preparation and monitoring of work programmes
- Preparation of interim valuations
- Valuation of variations and fluctuation claims
- Preparation of updated cash flow projections
- Conducting market surveys
- Attendance at site and technical meetings
- Negotiation with subcontractors
- Monitoring and inspection of works on site

2.3 RESIDENTIAL BUILDING PROJECT – PARKVIEW, LAGOS



This project involved the construction of a three-storey, five-bedroom semi-detached residential building with auxiliary facilities including a swimming pool, water treatment plant, generator house, gatehouse, and gymnasium.

I was involved in Quantity Surveying services from inception through to completion.

Responsibilities:

- Preparation of preliminary cost estimates
- Preparation of tender documents and reports
- Measurement of building and civil works
- Preparation of Bills of Quantities
- Participation in site and coordination meetings
- Preparation of interim valuations in collaboration with the Client's QS
- Valuation of variations

2.4 RESIDENTIAL BUILDING PROJECT – JOS SOUTH, PLATEAU STATE

This project comprised the construction of a four-bedroom residential building with ancillary facilities including a generator house and gatehouse.

My involvement covered both pre-contract and post-contract Quantity Surveying services.

Responsibilities:

- Preparation of preliminary estimates
- Preparation of tender documentation and reports
- Measurement of building works and BOQ preparation
- Participation in site and technical meetings
- Preparation of interim valuations
- Valuation of variations

3.0 LESSONS LEARNT

Throughout my professional career, I have acquired valuable knowledge and practical experience across various aspects of Quantity Surveying practice. Key lessons include:

Preparation of Schedule of Dilapidation: Enhanced ability to assess building conditions, conduct detailed inspections, and prepare comprehensive reports for renovation and maintenance purposes.

Improved Measurement and Cost Planning Skills: Strengthened proficiency in taking-off quantities and preparing accurate Bills of Quantities, ensuring effective cost control and financial planning.

Contractual Communication: Improved ability to prepare clear, concise, and professional contractual correspondence, minimizing disputes and ensuring proper documentation.

Project Coordination and Management: Developed strong coordination and team management skills, ensuring efficient resource utilization and successful project execution.

Project Planning and Scheduling: Gained proficiency in the use of Microsoft Project for work programme development, progress monitoring, and resource allocation.

Comprehensive Contract Administration: Acquired extensive knowledge of the project lifecycle from tendering through to completion, including cost control, contract management, and final account preparation.




4.0 CONCLUSION

In conclusion, my professional journey as a Quantity Surveyor has been both rewarding and impactful. The diverse projects I have been involved in have provided extensive exposure to cost management, procurement, contract administration, and construction project delivery.

While I have developed strong technical and managerial competencies, I recognize the need for continuous professional development in response to evolving industry practices and technological advancements.

I remain committed to enhancing my skills and contributing meaningfully to the construction industry through the application of best practices, innovation, and professionalism.

I am confident that my experience, knowledge, and dedication position me suitably for higher professional recognition within the Nigerian Institute of Quantity Surveyors.

A handwritten signature in black ink, appearing to be 'S. O. Oluwalana', is located at the bottom left of the page.