

PHILLIP TAFARA TAREVA

AREAS OF EXPERTISE

Measurement
Tendering & Estimation
Value management
Cost control
Change control
Valuations
Final Accounts

PROFESSIONAL ASSOCIATIONS

Member of the Association of South African Quantity Surveyors - MAQS

COMPUTER SKILLS

Microsoft Office
Microsoft Project
CCS (Candy)
Build-Smart
AutoCAD

PERSONAL SKILLS

Dedicated
Self motivated
Analytical

PERSONAL DETAILS

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www.linkedin.com/in/philliptareva
Driving license: Yes
Nationality: Zimbabwean
DOB: 1/04/1991

Quantity Surveyor

PERSONAL SUMMARY

Highly self-motivated, enthusiastic and resourceful quantity surveyor working as part of a busy team effectively managing costs relating to building projects. Having a proven track record of minimising the costs of a project and enhancing value for money, while still achieving the required standards and quality within defined time and/or budgetary constraints. Possessing excellent foresight & the ability to forecast when working on construction projects.

I regard myself as an asset to any employer who respects innovativeness, responsibility & loyalty.

CARRER OBJECTIVE

To be engaged in a dynamic and competitive environment with new projects that offer challenges, responsibilities and opportunities for career development as well as personal growth

WORK EXPERIENCE

Accurate Construction - Ongwediva, Namibia
ESTIMATOR: 24th October 2016 - Present

Currently working as an Estimator. Taking responsibility on all Quantity Surveying aspects within the company.

Duties:

- Tendering/pricing for new work
- Submit and agree progress claims.
- Measurement and preparation of payment certificates for Subcontractors
- Preparation of Bills of Quantities from drawings
- Financial management of projects
- Submit and negotiate Final Accounts

Afrideca Construction (Pty) Ltd - Windhoek, Namibia
JUNIOR QUANTITY SURVEYOR: 1st October 2014 - 21st October 2016

Worked as part of a busy team, taking responsibility for several schemes at differing stages and working with limited supervision. The

HOBBIES

Reading
Karate

REFERENCES

Mr. M. J. van der Vyver
Construction Manager
Accurate Construction
Ongwediva, Namibia
E: mj@accurcon.com.na
www.accurateconstructioncc.co.za

Mr. F. Mutengo
Senior Quantity Surveyor:
Afrideca Construction
Windhoek, Namibia
E: faumut@live.com
www.afrideca.com.na

Mr. T.N. Zunzanyika
Owner: TN Zunzanyika
Associates
Harare, Zimbabwe
E: norman@tnza.co.zw
www.tnzunzanyikaqs.co.zw

workload included new buildings, refurbishment projects, and mass housing.

Duties:

- Submit and agree progress claims.
- Identify, price and agree project variations.
- Contract negotiations, appointment and co-ordination of subcontractors
- Settlement of Final Accounts with clients and sub-contractors
- Regular interface with Architects regarding specification and design, value engineering and proposing alternatives where possible.
- Developing and maintaining strong relationships with the clients and subcontractors.
- Lend presence at all meetings and liaise with stakeholders on commercial matters.
- Working on several construction projects concurrently.

TN Zunzanyika Associates – Harare, Zimbabwe

INTERN QUANTITY SURVEYOR: 4th July 2011 to 29th June 2012

Worked as part of a team mainly assisting the senior quantity surveyor(s) in the day to day running of the office.

Duties:

- Preparation of Bills of Quantities from drawings
- Preparation of material schedules
- Tender adjudication
- Assisting in preparation of single rate approximate estimates
- Assisting in preparation of elemental cost estimates
- Assisting in preparation of interim valuations and Final Accounts

ACADEMIC QUALIFICATIONS

Bachelor of Quantity Surveying (Honours) Degree (2.2)

National University of Science and Technology, NUST; (2009 – 2013)

3 A Level passes; Mathematics, Physics, Chemistry

9 O Level passes; including Mathematics and English