

# CIVIL ENGINEER / QUANTITY SURVEYOR QUESTIONNAIRE

|   |  |                             |                    |                             |      |
|---|--|-----------------------------|--------------------|-----------------------------|------|
| <b>Name</b>                                       |  | <b>Age</b>                  |                    | <b>Ref</b>                  |      |
| <b>E-mail</b>                                     |  | <b>Date</b>                 | DD                 | MM                          | YYYY |
| <b>Nationality</b>                                |  | <b>Expected Salary (QR)</b> |                    | <b>Notice Period (Days)</b> |      |
| <b>Presently Available for Interview in Qatar</b> |  |                             | <b>Qatar Phone</b> |                             |      |
| <b>Highest Educational Attainment</b>             |  |                             |                    |                             |      |

| No | Description   | None | Familiar | Average | Good | Excellent |
|----|---|------|----------|---------|------|-----------|
| 1  | Topographic survey and site setting-out                                   |      |          |         |      |           |
| 2  | Primavera Project Scheduling  |      |          |         |      |           |
| 3  | Microsoft Project   |      |          |         |      |           |
| 4  | AutoCAD   |      |          |         |      |           |
| 5  | Writing marine works method statements: quay walls, dredging, piling      |      |          |         |      |           |
| 6  | Design: pile load calculations, concrete calculations, pile testing       |      |          |         |      |           |
| 7  | Contract Administration: FIDIC, construction claims                       |      |          |         |      |           |
| 8  | Prepare proposals & tender documents                                      |      |          |         |      |           |
| 9  | Dewatering: design calculations, planning, pump selection                 |      |          |         |      |           |
| 10 | Geotechnical & Foundations Engineering                                    |      |          |         |      |           |
| 11 | Construction of cofferdams and temporary marine structures                |      |          |         |      |           |
| 12 | Generate quantity take-off and bill of materials from drawings            |      |          |         |      |           |
| 13 | Construction management / Project management skills                       |      |          |         |      |           |
| 14 | Health, Safety and Environment implementation & compliance                |      |          |         |      |           |
| 15 | Construction project billing, claims, variation orders, price escalations |      |          |         |      |           |
| 16 | Construction of Quay Walls, Piers, Jetties, Wharves, Dredging Works       |      |          |         |      |           |

**Remarks: Please put a (√) next to the subject that you have experience in performing:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Operate Total Station | <input type="checkbox"/> Automatic Level    | <input type="checkbox"/> Construction of Bridges & Dams  |
| <input type="checkbox"/> Explosives / Blasting | <input type="checkbox"/> Bored Sheet Piling | <input type="checkbox"/> Temporary Berthing Facilities   |
| <input type="checkbox"/> Road Construction     | <input type="checkbox"/> QA/QC              | <input type="checkbox"/> Prepare Weekly Progress Reports |

**The final selection will be based on a hypothetical study of an actual construction project that you will have to perform the below activities. Please mark your skills according to the following:**

| No | Description  | None | Familiar | Average | Good | Excellent |
|----|--|------|----------|---------|------|-----------|
| 1  | Setup a project execution plan with detailed method for all the construction activities  |      |          |         |      |           |
| 2  | Write method statement   |      |          |         |      |           |
| 3  | Schedule / program of works & activities with a bar chart  |      |          |         |      |           |
| 4  | Cash flow projection with S-curve  |      |          |         |      |           |
| 5  | Resource schedule with histogram for all resources (manpower, equipment, materials)  |      |          |         |      |           |
| 6  | Site facilities  |      |          |         |      |           |
| 7  | Site organization chart with a brief job description & minimum qualification of project manpower, including quantities of each trade |      |          |         |      |           |
| 8  | Draft forms & reports for daily production & activity monitoring system on the site  |      |          |         |      |           |
| 9  | Prepare a project mobilization plan  |      |          |         |      |           |
| 10 | Make an outline for the project manual and operations guidelines   |      |          |         |      |           |
| 11 | Propose an outline for the QA/QC plan / manual   |      |          |         |      |           |
| 12 | Propose an outline for the safety plan / manual  |      |          |         |      |           |