

**MACHARIA JOHN NGUGI**

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**NAIROBI.**

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**Cellphone: 0729894512.**

**NATIONALITY: KENYAN.**

**YEAR OF BIRTH: 1982.**

**STATUS: MARRIED.**

**ACADEMIC QUALIFICATIONS.**

**Jomo Kenyatta University of Agriculture and Technology. (2002-2007)**

**BSc (Hons) Construction Management (Second Class Honours Upper Division).**

**PROFESSIONAL QUALIFICATIONS.**

**Corporate Member -Architectural Association of Kenya (AAK),**

**Construction Project Managers Chapter Member No.3515.**

**Construction Site Supervisor NCA**

**PROFICIENCY IN COMPUTERS:**

- AutoCAD.
- ArchiCad.
- Ms Project.
- Atlantis render; 4.5
- Microsoft PowerPoint.
- Microsoft Excel.
- Microsoft Word.
- Internet.

## **PERSONAL SUMMARY.**

Hard-working and dependable construction manager with over 14 years of success in the industry. Demonstrated history of leading successful construction projects for multi-million-dollar infrastructure developments. Proven leadership skills that have helped projects get completed within the time and budget constraints. Dedication to following all appropriate safety requirements for OSHA and the appropriate building codes. Passion for excellent workmanship and quality construction for each task, no matter how small.

## **PROFESSIONAL EXPERIENCE.**

- Hands-on Construction Site Supervisor experience.
- Experience supervising multi-faceted projects in the commercial construction field.
- Knowledge of general construction documentation (project meetings, work orders, daily logs, etc.)
- General working knowledge of Commercial Construction trades including carpentry, masonry, mechanical, electrical etc.
- Experience managing successful construction projects with ability to provide support documentation for relevant experience.
- Knowledge in all construction aspects of on-site management including: material handling, equipment staging and site safety.
- Ability to read blueprints specifications, etc.
- General working knowledge of MS Office, Outlook and MS Project. Archicad and Autocad.
- Excellent communication/problem-solving skills.
- Strong sense of urgency in dealing with client issues and deadlines.
- Ability to monitor scope of work and cost increases.
- Ability to monitor, manage and develop good working relationships with subcontractors.
- Ability to work reliably under minimum supervision.

## **KEY COMPETENCIES AND SKILLS.**

- Project management.
- Site management.
- Health & safety regulations.
- Hiring construction staff.
- Budget / cost control.
- Financial management.
- Operational management.
- Contract negotiations.
- Tender / Bid management.
- Building technology.
- Construction materials.

## **CAREER HISTORY.**

**Self Employed-May 2020 to Present.**

### **Lenatech Kenya Ltd**

**PROJECTS COORDINATOR- March 2018-April 2020.**

#### **Responsibilities Included:**

- Managing teams of over 30 construction workers on GSM Sites and housing development projects by scheduling shifts, delegating responsibilities, and supervising tasks.
- Preparation of architectural and engineering drawings using Autocad and Archicad.
- Allocating various teams to sites under construction.
- Ordering construction materials, tools, and machines in relation to needs according to the schedule of construction.
- Ensuring quality control of sites under construction i.e. foundations and overall, from inception to commissioning.
- Ensuring Health and Safety standards are maintained in all works in progress.
- Preparing bills of quantities and material schedules.
- Assisting Project Managers in their day to day duties.
- Assigning tasks and coordinating project work.
- Tracking, analyzing and reporting project status.
- Creating and updating project documentation.
- Ensuring that project communications run smoothly, keeping key stakeholders and decision makers engaged.
- Involved in project management under PM from initiation to closure.

### **Linksoft Communications Systems.**

**CIVIL WORKS SUPERVISOR –September 2015-to September 2017.**

#### **Responsibilities Included:**

- HSE compliance adherence.
- Quality Control of foundations and building construction.
- Allocating teams to various works.
- Supervised Civil works construction of Safaricom GSM masts from inception to commissioning.
- Equipment rooms construction works supervision.
- Masts decommissioning supervision.
- Access roads construction supervision.
- Office renovation works.

- Solar power generation design drawings and associated civil works supervisions.

### **Netsol Kenya Limited.**

#### **CONSTRUCTION MANAGER - May 2010 – August 2015**

Had overall responsibility for effectively managing the plant, labor and equipment to achieve maximum efficiency and cost effectiveness. Made preparations before work began on site including communicating with the public, architects and engineers. Also in charge of keeping track of progress and ensuring that projects were on time and to budget.

#### **Responsibilities Included:**

- Collaborating with engineers, architects etc. to determine the specifications of the project.
- Negotiating contracts with external vendors to reach profitable agreements.
- Obtained permits and licenses from appropriate authorities.
- Determined needed resources (manpower, equipment and materials) from start to finish with attention to budgetary limitations.
- Planning all construction operations and schedule intermediate phases to ensure deadlines were met.
- Acquired equipment and material and monitor stocks to timely handle inadequacies.
- Hired contractors and other staff and allocated responsibilities.
- Supervised the work of laborers, mechanics etc. and gave them guidance when needed.
- Evaluated progress and prepared detailed reports.
- Ensured adherence to all health and safety standards and reported issues.

### **Netsol Kenya Ltd.**

#### **CAD ENGINEER-January 2009-December 2009.**

Responsibilities included: Attending multi-skilled site visits to collect data for design of GSM Stations, Site Survey and Setting out for Safaricom towers using GPS and leveling machines, Preparation of Design and Construction drawings for the towers using AutoCAD software, Supervision of GSM sites under construction, Preparation of CA binders.

**HOBBIES:** Travelling, DIY projects, Attending expos, Reading, Sports, Community Development and photography.

## **REFEREES.**

1. Paul Maina Muhia  
CEO Lenatech K. Ltd  
P.O. Box 57747-00200 Nairobi.  
Mobile: 0722898582.
  
2. James Ndirangu Kamau  
Structural Engineer.  
Andrian K. Ltd  
P. O. Box 18459 – 00100 Nairobi  
Tel: 0720-365018
  
3. James Kithinji Njeru Planner.  
E-scope Planners and Environmental Experts.  
P. O. Box 18459 – 00100,  
Nairobi Tel: 0720-373711.