# TOWFIQUR RAHMAN

*Construction Project Management — Institutional & Commercial Buildings | Cost Control, Change Orders, Scheduling, Subcontract Administration & Closeout*

*Institutional, Commercial, Industrial & Residential Projects | 14+ Yrs AEC & Construction Management Experience*

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## PROFESSIONAL SUMMARY

Analytical, detail-oriented construction project manager with 14+ years of experience across the project lifecycle, from preconstruction planning, estimating, and tender support through execution, cost control, and closeout. Manages an annual portfolio of $5M–$8M of institutional, commercial, and residential projects in Ontario using cost codes, ETC/EAC forecasting, variance analysis, and change order governance to keep cost, schedule, and quality on track. Previously Managing Director and Head of Estimating, leading multi-disciplinary teams on large multi-storey commercial, high-density residential, industrial, and power-infrastructure projects. Experienced in subcontractor and supplier coordination, contract and drawing review, OBC and site safety compliance, and monthly reporting; collaborates with clients, consultants, trades, and leadership under tight deadlines.

## CORE COMPETENCIES & TECHNICAL EXPERTISE

- **Project Controls & Reporting:** Project Setup & Handover, Baseline Management, Cost Breakdown Structures (CBS), Cost Coding, ETC/EAC Forecasting, Variance Analysis, WIP Financial Tracking, Monthly Reporting
- **Preconstruction, Cost & Billing:** Capital Budget Development, Estimating & Quantity Take-offs, Tender Package Support, Competitive Bidding & Subcontractor Quote Validation, Contractor Billing Audits
- **Change Management & Contract Administration:** Change Order & Claim Governance, RFI & Shop Drawing Coordination, Scope Control, Subcontract Administration, Contract Document & Specification Review, Contractual Risk Analysis
- **Delivery & Leadership:** Design-Build (DB) & Integrated Project Delivery (IPD), Project Scheduling & Look-Ahead Planning, Field Crew, Subcontractor & Supplier Coordination, Closeout & Deficiency Management, Team Leadership
- **Systems & Reporting:** Advanced MS Excel (Data Modeling, VLOOKUP, Pivot Tables, Dashboards), Procore (Project Management & Document Control), Company Cam (Photo Documentation & Field Reporting), MS Office
- **Technical & Regulatory:** Ontario Building Code (OBC), Fire Safety Guidelines, Institutional Zoning Bylaws, Site Health & Safety (HSE); AutoCAD, Revit, Chief Architect X13, Rhinoceros, 3ds Max, Lumion

## PROFESSIONAL EXPERIENCE

### PROJECT MANAGER — DESIGN & CONSTRUCTION

**Apr 2023 – Present**

**Barné Building and Construction Inc., Sudbury, ON**

*Lead project delivery and project controls across the full lifecycle, from preconstruction setup and budgeting through construction, reporting, and closeout, for an annual portfolio of $5M–$8M.*

- **Project Lifecycle Oversight:** Manage setup, execution, and closeout for institutional, commercial, and residential projects, including the extension renovations of **Chapleau Elementary School**, design-build execution of the St. Charles King Street **Daycare facility**, custom modular **Residential houses** on Carmen Street in New Sudbury, and the Laurentian University **Robotics Workshop** Ex-Building-2 (MSOA).
- **Budgets, Baselines & Forecasting:** Establish project budgets, cost breakdown structures, and cost code alignment from initial layout through closeout, then use ETC and EAC forecasting to track projected cost at completion, analyze variances against baseline, and flag margin risks early.
- **Tender, Subcontractor & Cost Control:** Direct and review competitive bidding, validate subcontractor quotes against baseline cost metrics, and analyze contractual risk to support subcontract awards; track work-in-progress costs against approved budgets.

- **Change Management & Contract Administration:** Administer the change order process, logging and documenting field variations with visual records (Procore, Company Cam) to control scope creep, limit contractual exposure and keep contract values current.
- **Coordination & Progress Tracking:** Coordinate field crews, subcontractors, and suppliers and track labour and material consumption against schedule, keeping reported progress aligned with field performance and project cost.
- **Compliance, Safety & Closeout:** Ensure projects meet the Ontario Building Code (OBC), fire safety, daycare/institutional zoning, and site health and safety requirements, reducing compliance-driven rework and schedule risk,.

### ARCHITECTURAL TECHNOLOGIST
**Feb 2023 – Apr 2023**

**Burton Exteriors and Design, Canada**

- **Technical Delivery:** Prepared working drawings, facade configurations, and exterior building envelope details in AutoCAD, aligned with municipal guidelines and site tolerances.

### MANAGING DIRECTOR & HEAD OF ESTIMATING
**Aug 2015 – Jan 2023**

**Oredh Architects & Associates Ltd., International**

*Headed design-build management, estimating, corporate reporting, and multi-disciplinary site teams for large-scale multi-storey commercial, high-density residential, and industrial infrastructure projects.*

- **Budgeting, Estimating & Reporting:** Governed capital budgeting and cost estimation models across a 7.5-year executive tenure, working with major real estate developers and industrial clients (United Properties Ltd, Swadesh Properties, Rakeen Development, SWAN Properties, Accord Holdings, Kallol Group).
- **Contract Administration & Billing Control:** Audited contractor billings and validated work-in-progress against approved project baselines to ensure site compliance and billing accuracy.
- **Team Leadership:** Led multi-disciplinary design, estimating, and site teams, setting delivery standards and accountability across commercial, residential, and industrial projects.
- **Energy & Infrastructure Experience:** Served as Lead Local Consultant alongside the Guangdong Electric Power Design Institute for the national Power Development Board; 1st Runner Up, IAB 2018 Underground Substation & Commercial Building Design Competition.

### CHIEF ARCHITECTURAL ROLES
**December 2008 – July 2015**

**Various Premier AEC Firms, International**

- **Project Architect / Senior Associate:** Volumezero Architects Ltd (4.5+ Yrs): Managed technical coordination, cost estimation, and documentation for major commercial landmarks, including the United Commercial Complex (DCC Gulshan-2), DCC Tower (Gulshan-1), Akij Corporate Headquarter (Panthapath), and the Liberation War Museum (Agargaon); led the team to a 2nd-place entry in the DPDC Competition.
- **Associate Architect:** Doric Design & Architects (1.5+ Yrs) & Neoformation Architects: Provided architectural consultancy, bidding materials, and coordination for commercial bank and industrial projects.

## EDUCATION & PROFESSIONAL CREDENTIALS

- **Bachelor of Architecture (B.Arch) |** BRAC University, 2008
- **Architecture Professional Practice Certification |** Institute of Architects Bangladesh (Active since 2012)
- **Asbestos Abatement Supervisor (253S) & Worker (253W) Certifications |** DNT Safety Training (2023)
- **Working at Heights Certification |** Northern Safety Solutions Inc. (Valid through 2028)
- **Worker Health and Safety Awareness Certification |** 4-Step Ministry of Labour Framework (2023)
- **Ontario Building Code (OBC) Certification Training —** George Brown College, Toronto, ON (2024)
- **Building Code Identification Number (BCIN) Qualification Phase —** (In Progress)

## HONOURS & LANGUAGES

- **Languages Spoken:** English, Bengali, Hindi (Fluent professional proficiency)
- **Key Honors:** 1st Runner Up, DPDC Underground Substation & Commercial Building Design Competition, organized by IAB (2018); IAB Commendation Award for Liberation War Museum (2009)