



CERTIFICATION

To whom it may concern

This to certify that Mr. Abdullatif A. Suliman, Syrian National, having Passport # N 009589869, was an employee of Al-Jehat Company for Trading & Contracting (JATCO), since January, 1998 up to February 2014. Mr. Abdullatif was a full time basis employee and working 48 hours per week, and his major work include Architectural, Building and Surveying Technician.

Following activities were assigned to him at this position:

- Checking the project requirements and preparing a design briefs against external organization and clients specification.
- Applying the scope of work and describing the work to project's labours staff.
- Estimating costs, time, and quantities of project.
- Preparing the main specifications of the contracts for tenders and revising the contract's conditions.
- Supporting the architect and construction engineer for maintaining the technical issues and organizing the scheduled tasks.
- Evaluate designs, scheduled implementation, and ensure that plans adhere to health and safety standards and building codes.
- Preparing a feasibility study
- Attending the meetings with projects engineers and managers and contributing of finding solutions.
- Operating survey work and performing the required field observations, using technical survey methods by using survey instruments such as GPS and Total-station.
- Prepare the sketches to show the existing site features for guiding the draftsmen in order to prepare the drawings.
- Following up the work performance and prepare productivities reports and schedule statements.
- Preparing construction regulations, work orders and planning statements
- Analyzing the surveyed data to the drafting software such as "AutoCAD and Micro-station" and prepare the drawings.

Yours faithfully,

Ali Al Sharif
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