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Nationality - British

Personal Profile

A competent Project Planner with excellent communication, organisation and co-ordination skills. Possessing a proven track record of preparing and executing project plans and programmes, ensuring that work is carried out in accordance with the company's procedures and clients' satisfaction. I am a highly motivated and versatile individual with a strong proven track record in various divisions in the construction industry. I have worked in many areas of the industry such as design, on site and project planning.

Education and Qualifications

Cardiff High School	1994 - 1999	GCSE's
Cardiff High School	1999 - 2001	A Level Chemistry
Cardiff High School	1999-2001	A Level Maths Mechanics
College Glan Hafran	2003 - 2004	A Level Business Studies
University of Glamorgan	2004 - 2008	BSc Hons Civil Engineering

Key Skills and Competencies

- Working to NEC3 Contract
- Working to JCT Contracts
- Working on FIDIC Contracts
- Using Primavera P6
- Creating a Programme of works
- Creating Tendering Programmes along with presentations
- Creating WBS and CBS (Work and Cost Breakdown Structures)
- Reporting to Bid teams
- Suppling input based on extensive engineering experience to improve programme
- Covering Project Manager when absent
- Updating the programme in accordance with actual site progress

- Extracting reports for management
- PTS Metro Electric Rail
- Network rail Crossings and possessions
- Knowledge of overhead power lines
- Site Health and safety management
- Use of various computer software including Microsoft office, CAD and TEDDS
- Setting up site
- Setting out site buildings, foundations and pile caps
- Working in accordance to HSG47
- BESC qualification
- IOSH Managing Safely
- Climbing and tower rescue Qualification (National Grid Overhead power lines)
- Knowledge of Building Regulations
- Knowledge of Planning Controls
- Communication and negotiation with clients, site engineers, tenants, council staff and designers
- Issuing Instructions to construction staff
- Carrying out detailed structural surveys
- Working on listed buildings

Career Achievements

Having worked both on site and in the office I have been able to understand the challenges faced on both sides. As a result of this I have been able to implement changes in designs to help save time, money and also make the job easier. On site I have gained the ability to check extra information and as a result give designer the information they require to make minor changes.

I have worked in several sectors of the construction industry, Residential new builds, Commercial developments, Nursing Homes, listed buildings and various scales of refurbishment projects, both have provided me with contrasting challenges. As a result, I have developed a range of skills to help me manage both types of work.

I have also worked on utility contracts, in particular National Grid overhead lines. This has been a new challenge and tested my skillset, especially with very tight deadline. In this field I recently worked on a line in West Bromwich which was largely stated as one of the most complicated lines in the National Grid network. On this project I managed the £1.5m scaffold programme which required road closures, night time working and railway line possessions all on a very tight deadline. I managed to deliver this project both on schedule and under the target cost.

As a result, I have gained a lot of experience in terms of ability to organise, work in a team and on my own. I have also learnt to adapt to different situations and take initiative when needed.

Since transferring to the planning department, I have been responsible for several projects ranging from £1.5million to over £10million spread throughout the UK. I feel I have stepped up to the challenge and rapidly gained a grasp of what is needed in a planning role, working with earned value and using of Primavera P6. Coupled with my

engineering background both in design and on site my progression into project planning has been very smooth. Working in planning has provided me with a strong knowledge of NEC3 from a commercial aspect added to my existing knowledge through site and design.

When I joined T&T I became embedded working with the client (EDF) on the construction of Hinkley Point Power Station. Being a large multi-billion pound project I have been able to work in different sections. Construction Power, Temporary Buildings Site Operations and Associated developments (Roads/ Car Parks/ Workers Campus). This has improved my knowledge of working directly with Teir 1 contractors from the client side. The challenges that are on such a large project from financial and time constraints, as well as the logistics due to location have helped further develop my knowledge. I have also been able to use my knowledge to help train a junior planner, from creating a programme to resource and cost loading.

With JN Bentley, my role has developed. I originally came into JN Bentley to assist with the development of existing programmes for the Dwr Cymru Welsh Water (DCWW) AMP 6. However, over time my role developed. When I first started all programs were on Microsoft Project (MSP) with no control on updates or reporting. I have now moved programmes from MSP Programmes that were being stored on individual laptops onto a p6 database, this is now being merged with the DCWW database to help keep a single reporting structure. Using my experience in previous roles and sectors I created a monthly reporting dashboard to incorporate the monthly progress of the project. This included creating S-curves a creating a reporting cycle for all programmes.

My role further developed into mentoring an apprentice planner. Within 12 months I have taught him to use the fundamentals P6. I have also taught him the basics of critical path analysis as well as the basics of the planning role. I have tried to pass on my knowledge of NEC and EPC contract works to help develop his skillset.

While working with COMA on Hinkley Point C Power Station I worked on various size projects. When I 1st started COMA had been without a planner for several months. I 1st began by updating the existing programmes, after this I began creating programmes for new projects as well as working on Tendering for more work. The challenges on Hinkley point are unlike most projects. Despite this being one big project, there are several multi-million pound packages of work that all need to be completed with several interfaces. The ever-changing dynamic of the site means that a programme and scope can change numerous times within a month. I have created a SharePoint filing system for the current programmes as well as a weekly and a monthly reporting schedule. This has helped create a level of control on the changes. The varying works on that COMA cover include the CES (Construction Electric Supply) which incorporates installing 26 substations and sitewide HV electric cables to feed various points on site. Due to the changing nature of the site this programme regularly changes in sequence due to access or site priority, also included in the COMA scope is site wide maintenance and smaller projects such as the site wastewater treatment facility which includes the pumping station, filters and drainage to allow site wastewater to be cleaned before pumped out. These programmes are regularly updated and provided to the client to allow them to monitor interaction with other site contractors.

While at KAEFER my priority was creating a workable resource loaded programme, using norm durations from previous works. As with most things on HPC, there is a huge emphasis on accurate data reporting. Liaising with BYLOR to gain access dates for areas as well as a priority sequence has been a challenge. However, through collaborative working we now have a much more robust programme which allows the reporting of Earned Value and KPI.

I have also worked with KAEFER main business to set up and manage a server based P6 system. Allowing a more integrated system for themselves. This has allowed the creation of individual resources to allow tracking between projects if required.

My role in KAEFER also included managing a small team of planners. Having trained junior planners before I have always found this rewarding. Using the server-based system I set up it made it allowed us all to work collaboratively using the same coding methodology allowing for easier programme integration.

My position at LINXON primarily consisted of change management and working closely with the commercial team to implement variations sent by the client There had been substation delays and sequence changes due to works from third party contractors. These had to be reviewed individually to see the impact of each as well as collectively. Along with integrating the subcontractor programmes into the LINXON programme.

Prior to any subcontractor programme being integrated it would be reviewed for accuracy and integrity. The programme once integrated would be reviewed with the site team for constructability before being used to forecast and report.

Internal reporting for LINXON consisted of an EV report (also showing SPI and CPI), a full programme and CBS breakdown with progress curves per section (Design, Procurement, Construction, Commissioning)

Prior to arriving at LINXON the procurement and document preparation sections of the programme were not linked to the construction areas correctly. Which was leading to issues prior to construction start. This included items such as RAMS and ITP's not being completed or reviewed in time.

This now forms part of the 3-month and 4-week lookaheads issued to the client. These are also reviewed weekly as part of the milestone review meeting.

Career History

LINXON HPC

Senior Planner

Oct 2023 – To Date

- Integrating TEIR 2 Programmes and showing potential clashes
- Reviewing the programme integrity of TEIR 2 Contractor programmes
- Updating cost profiles in line with monthly reporting
- Creating and Updating Cost Curves
- Creating and updating EV reports including cost breakdowns in 3 currencies
- Change management
- Chairing weekly milestone meetings to show variance in planned and forecast dates. Allowing for mitigation
- Illustrating delay trends by area or department to help improve efficiency.
- Weekly and Daily forecasting for client
- Ad hoc programmes for “what if situations” and mini breakdowns of specific programme areas.
- Creating Lookaheads both 4 Week and 3-month lookaheads
- Working with site team to update the programme in line with the FIDIC requirements
- Presentation of reports/ progress and delays in programme to client senior management team along with monthly dashboards.
- Aligning programme WBS with CBS and coding appropriately to allow consistency of reporting. Helping show schedule and cost impact of delays as well as instructions and efficiencies.

KAEFER

Lead Planner

Nov 2021 – Nov 2023

- Creating a P6 EPPM Database for projects
- Creating an updating Programmes using Microsoft Project and Oracle P6

- Creating Programmes from 1st Principles
- Using Norm durations to create resource loaded programmes
- Reporting Delays/ Creating mitigated programmes in line with CE's and EWN's
- Visiting various sites to gather actual progress and adapting the programme to show changes
- Creating Resource Histograms in order to illustrate requirements to fulfil programme
- Weekly and Daily forecasting for client
- Ad hoc programmes for "what if situations"
- Creating Lookaheads both 4 Week and 16 Week – with resource allocation
- Showing Utilisation of resource in 4 week lookahead (Where an activity hasn't been carried out on other progressed instead)
- Working with the client planning team to create a unified reporting cycle
- Working with site team to update the programme in line with the NEC requirements
- Presentation of reports/ progress and delays in programme to client senior management team
- Working with delivery and production teams to increase efficiency.
- Creating Weekly & Monthly Dashboards and presenting to clients
- Working with Senior Management to illustrate progress and action areas within the programme as well as possible efficiency.
- Managing a team of planners, ensuring reports and programme updates distributed in a timely manner.
- Integrating programmes to show overall project impact

Wessex Water – COMA HPC

Planning Engineer

Feb 2020 – Nov 2021

- Creating a P6 Database for projects
- Creating an updating Programmes using Microsoft Project
- Creating Programmes from 1st Principles
- Combining programmes from various parts of the project lifecycle (Design/ Procurement/ Construction/ Commissioning)
- Reporting Delays/ Creating mitigated programmes in line with CE's and EWN's
- Visiting various sites to gather actual progress and adapting the programme to show changes
- Analysing programmes from subcontractors
- Working on multiple Value Schemes directly reporting to Client Senior Management

JN Bentley

Senior Planner

Aug 2018 – Feb 2020

- Creating a P6 Database for projects
- Creating Programmes from 1st Principles
- Combining programmes from various parts of the project lifecycle (Design/ Procurement/ Construction/ Commissioning)
- Creating new reporting dashboards and S curves.
- Training Apprentice Planners
- Reporting updates on client database
- Reporting Delays/ Creating mitigated programmes in line with CE's and EWN's
- Forecasting Programme and Cost as per Monthly requirements
- Visiting various sites to gather actual progress and adapting the programme to show changes
- Analysing programmes from subcontractors

Turner and Townsend

Senior Project Controls Engineer

Dec 2016 – Aug 2018

- Using Primavera P6 to create a working cost loaded programme for use on site
- Checking Programme integrity using P6, scorecards and Acumen FUSE
- Analysing Contractor programs
- Creating integrated programmes using information and key dates from several contractors and client.
- Monitoring actual progress of construction programmes against planned and reporting to client.
- Updating progress on integrated Level 3 programmes containing several contracts
- Creating a reporting system for contractual programs
- Working directly with NNB and EDF on Hinkley Point C Construction Programmes
- Mentoring Junior Planners to build programmes and resource load using P6

Murphy and Sons LTD

Planning Engineer

Sept 2016 – Dec 2016

- Using Primavera P6 to create a working cost loaded programme for use on site
- Maintaining construction programmes and reporting to clients including London underground/ National Grid and UKPN
- Checking site Progress and adjusting the programme accordingly
- Developing Enabling programmes for civil access works, scaffold etc.
- Working as a Teir 1 contractor and using subcontractor programmes to input into the master programme
- Compiling EV reports as well as S-curves

AMEC Foster Wheeler

Planning Engineer

Sept 2014 – Sept 2016

- Using Primavera P6 to create a working cost loaded programme for use on site
- Updating day to day activities and using the programme to foresee any potential problems
- Creating impact programmes in accordance with NEC3 for compensation events.
- Using MAPS database to monitor workforce efficiency
- Creating cost and man hour reports to track efficiency using SPI percentages.
- Working with the engineers to report progress and update the schedules accordingly
- Support other planning and scheduling activities from around the business as required
- Critically review schedule - take time out / put time in
- Provide metrics and KPI's (milestones, finish dates etc.)
- Inform project manager of any delays effecting critical path
- Creating tenders for large overhead line projects NG/ WPD
- Working on UKPN projects, creating construction programmes and tenders
- Creating resource profiles based on programme requirements
- Working with Cost and Risk Managers to ensure programme efficiency

Amec Foster Wheeler

Site Engineer

April 2012 – Sept 2014

- Managing Subcontractors such as Scaffold, Civil gangs, Tree Clearance, Temporary Roadway, MEWP, Linesmen and Foundation companies
- Enforcing company health and safety on site Periodic Site visits from start to completion
- Developing projects, by surveying sites, checking site access and machine requirements, taking levels for roads/ crane pads/ excavations, speaking to land owners to gain access checking drawings to match site dimensions.
- Working in Accordance with NEC3 contracts,
- Working to programme dates deadlines and outage deadlines
- Working as temporary works supervisor / Co-ordinator

ESSK Design Consultants Ltd

Structural Engineer

Sept 2010 – Apr 2012

- Structural Calculations from initial architect drawings
- Meeting Clients with Architects
- Producing Method Statements, Health and safety risk assessments and implementing CDM at design stage

- Periodic Site visits from start to completion
- Analysing soil investigation reports and using to design foundations
- Meeting with Local authority building control to resolve on site problems
- Visiting Site with Architects and Quantity Surveyors to issue Practical Completion Certificates

Oxford Housing Ltd

Assistant Project Engineer

Jan 2010 – Sept 2010

- Preparing health and safety reports and risk assessments in accordance with (Construction Design Management) CDM, insurance documents and staff notices
- Set up site with Resident Engineer and Site Manager
- Monitor progress of works, meeting with Architects, Engineers, and other specialists
- Monitoring health and safety on site
- Attending site progress meetings
- Meeting and co-ordinating with Local Authority and Statutory bodies
- Quality Control on construction

DG3 Ltd

Graduate Engineer

Jun 2008 – Jan 2010

- Measured Survey of Buildings
- Performing Structural analysis from drawings provided by Architects
- Seeking Soil investigation reports and using to design foundations
- Detailed structural calculations and drawings to comply to Building Regulation Requirements
- Site Inspections from excavation to completion, this includes making changes to drawings and calculations to comply with regulations