

# Curriculum Vitae

## PERSONAL INFORMATION

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**Name:** JIANG Ying

**Gender:** Female

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## EDUCATIONAL BACKGROUND

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9.2021- **The Hong Kong Polytechnic University**

**Major:** Urban Informatics and Smart Cities

**Degree:** Master

**Curriculum:** Smart Cities: Technologies and Solutions, Urban Science and System, Urban Big Data, Principles of GIS, Spatial Data Visualization and Modelling, Urban Informatics, Smart Infrastructure, Urban Planning and Urban Design

9.2012- 7.2016 **Shandong Jianzhu University**

**Major:** Construction Management

**Degree:** Bachelor

## WORK EXPERIENCE

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7.2016-7.2021 **Shenzhen Construction Engineering Co., Ltd** Quantity Surveyor

1. Responsible for independently completing the review of progress payment of projects

- ✧ Heyuan Evergrande Yayuan first phase project (Residential Real Estate Project, the contract cost is about 200 million)
- ✧ Jiujiang Evergrande Jiangwan Longting project (Residential Real Estate Project, the contract cost is about 256 million)

- Calculated the quantities and total cost of the project based on the contract and CAD construction drawings issued by the first party and the design company using software
- Reviewed the monthly progress of civil engineering project whether the quantity and cost are in line with the actual construction progress on site
- Monitored the project profit and loss situation, and made a cost analysis report through calculating and summing up the cost of the project

2. Independently responsible for 12 projects settlement of Greenwoods Investment Groups, including factories, garden projects, etc.

- Calculated the quantities and total cost of the project based on the CAD construction drawings and relevant data, reviewed the settlement project quantity and price reported by the construction party and counted it with the construction party's quantity surveyor to verify the final settlement price
- Audited project settlement data
- Made the final settlement report and analysed each single cost index (such as concrete and steel index)

3. Responsible for onsite project work

- ✧ Evergrande Haikou Cultural Tourism City Project (Residential Real Estate Project, the contract cost is about 189 million)

- Participated in the calculation of project quantities on site, and was responsible for communicating with material suppliers, subcontractors, and machinery leasing parties to check the project volume and the output value to control the payment of funds
- Responsible for the preparation and submission of correspondence with Party A's Engineering

Department (Evergrande Real Estate Project Engineering Department), especially documents involving engineering business, including engineering contact sheets, engineering visas, etc

- Participated in the quotation and settlement of the entrusted projects
- Responsible for managing the project material documents and mechanical equipment desk books
- Responsible for a joint review of drawings, design change sheets and engineering contact sheets in order, compiling books based on buildings and marking on the blueprints of the project figures used for project completion.

✧ PPP Renovation project of Jiuzhou Town, Qiongsan District, Haikou City (Municipal Street Reconstruction Project & Municipal Public Facilities Project)

- Applied software to estimate the quantity of construction progress of public facilities such as refuse transfer station, filled in the relevant progress declaration form to declare, and took charge of contacting the personnel of Party A and applying for progress payment.
- Calculated material quantity such as concrete block material usage, settlement quantities of construction teams, and measured it in the field.

#### 4. Other works

- Completed the review of contracts, analysis of cost and the approval of funding of subordinate branch projects
- Independently responsible for the company's 12 high-risk projects (including 6 real estate and residential projects) fund payment risk assessment, cost control, profit and loss analysis, docking project quantity surveyors to track project settlement
- Communicated with the branch staff, and analysed the completed output value and the actual cost of the engineering projects (about 102 projects) of the three subordinate branches, and the operating conditions of the subordinate branches and their projects every month

### HONOURS & AWARDS

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2012-2013	Second-Class Scholarship for Excellent Student, Social Work Scholarship, Excellent Student Cadre Model
2013-2014	Second-Class Scholarship for Excellent Student, Third-Class Scholarship for Excellent Student
2014-2015	Second-Class Scholarship for Excellent Student
2015-2016	Excellent Graduate (College Level)

### OTHERS

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**Computer Skills:** Microsoft Office, ArcGIS Pro, CAD, BIM, Engineering Quantity Calculation Software

**Language Skills:** Chinese (Native), English (IELTS: 6.5)

**Qualifications:** Assistant Cost Engineer, Associate Constructor (Construction Engineering), Second-Level CAD Engineer

**Hobbies & Interests:** Reading, Exercise (Table-Tennis, Swimming, Running)