**MANILAL** 

**Architectural Draftsman**

Mobile No: **C/o 971501685421**

[**Manilal.23627@2freemail.com**](mailto:Manilal.23627@2freemail.com)

**Objective**

Seeking a position in an esteemed organization that can take full advantage of my sound qualification and provide me good opportunity to join in a dynamic and challenging organization.

**Summary of work Experience**

A dynamic professional with 8 years of Gulf work experience in Civil, Architectural, and MEP drafting, involved in various projects from residential to commercial buildings, warehouses and villas.

1. **AL BASTI & MUKTHA LLC**

Dubai, UAE

Time period : January 2016 to Till Date. (2 Year)

Position Held: Architectural Draughtsman.

**Responsibility:**

* Preparing Shop drawings and as-built Drawings.
* Site visits to obtain information for as built drawings
* Generating Coordinates points.
* Maintain accurate schedule of the produced drawings including the revisions, status of submissions/approvals.
* Work directly with engineering staff, consultants and ensure accuracy of the drawings in terms or coordination.
* Coordinate with Quantity surveyor and land surveyors.
* Keep all Soft copies and files in proper way.

**Projects:**

* Jumeirah Beach Resort & Spa (wasl Project)

1. **Fire freeze Fire Protection & Safety Solution**

Dammam, Saudi Arabia

Time period : January 2012 to July 2015. (3 years 7months).

Position Held: AutoCAD Draughtsman.

**Responsibility:**

* Creating Fire Fighting Drawings &Shop drawings of Automatic Fire Suppression Systems & Gas Detection Systems.

1. **Almobty Contracting Company.**

Jeddah Saudi Arabia

Time Period : December 2009 to December 2011 (2 years).

Position Held: Architectural Draughtsman.

**Responsibility:**

* Preparing as built drawings and shop drawings of Civil, Architectural.
* Site visits to obtain information for as built drawings
* Generating Coordinates points.
* Maintain accurate schedule of the produced drawings including the revisions, status of submissions/approvals.
* Work directly with engineering staff, consultants and ensure accuracy of the drawings in terms or coordination.
* Coordinate with Quantity surveyor and land surveyors.
* Keep all Soft copies and files in proper way.

**Projects:**

* Al Laith hospital project, Jeddah.

1. **IVRCL Infrastructures & Projects Ltd.**

Ezhimala Naval project in Kerala, India

Time Period: July 2007 to November 2009 (2 years 4months).

Position Held: Civil Supervisor.

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**Responsibility:**

* Preparing Daily progress report
* Visit site and Collect actual Quantity Constructed.
* Preparation of Weekly & Monthly report including all log like shop drawing, Material, letter Correspondences etc.
* Preparing Detail drawings for construction.

**Projects:**

* Naval Academy project, Ezhimala, Kerala.

1. **Alba Civil Engineers**

Kerala, India.

Time Period: March 2002 to December 2007 (5 years 9months).

**Responsibility:**

* Preparing detailed drawings by using hand tools for local authority approval.
* Preparing Quantity and estimate the total cost of the construction.

**Projects:**

* Residential and commercial buildings.

**ACADEMIC QUALIFICATIONS**

National Trade Certificate in Draftsman Civil. (NCVT) In the Year 1996.

Secondary School Leaving Certificate (SSLC) In the Year 1990.

**COMPUTER SKILL**

* Diploma in AutoCAD Draftsman.
* English type writing Certificate.
* Diploma in Office automation.
* Microsoft Excel & Word.
* Internet & E-mail

**PERSONAL INFORMATION**

**Personal Data**

Date of Birth : 30-May-1975

Nationality : Indian

Gender : Male

Visa status : Company Visa

Visa Expiry date : 18th March 2018

Marital Status : Married

Language : English, Hindi, Malayalam

DECLARATION:

I hereby declare that, all the statements mentioned above are correct and best of my knowledge.

Yours Sincerely,

Manilal. Date: 04-03-2018