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| **SANOOJ** |
| **Mob: C/o 0501685421 Dubai** | **Email:** **sanooj.316517@2freemail.com** |
| **OBJECTIVE** | I aspire to find a position as a civil engineer and to establish my professional identity, emphasize my main qualifications, qualities & expertise. Where I will be able to fulfill my goals of working with a prestigious firm such as yours and have the opportunity of doing as much as I can to further the fiscal prospects of it |
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| **WORK HISTORY** | **TETCO MIDDLE EAST CONTRACTING L.L.C** - (**1 Year**) |
|  | **Project Engineer(Civil)****WORK RESPONSIBILITIES*** Project Estimation and composing proposal in compliance with the technical specifications and requirements.
* Reviewing contract documents to ensure scope of work, verify bill of quantities as per the drawings .
* Assisting the Project Manager for planning the budget required for the project and create document and monitor the expenses.
* Conducting meetings with the contractors/suppliers.
* Arranging and attending sales meetings, Site survey visits.
* Liaising with project purchasing department to ensure that purchase orders adequately define the specified requirements.
* Preparation and checking of bills.
* Monitoring and administering the QA/QC plan and ensuring incorporated materials are in compliance with the plans and specifications.
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| **SKILLS** | **Respective*** Execution of work in compliance to Lean project management.
* Project Estimation and composing proposal.
* Preparation and checking of bills.
* Proficient in using MS office and AutoCAD software.
* Collect and provide all necessary sales enquiry input for Estimate and submit quotation.

**Software Skills*** **Designing:** Auto CAD, Revit architecture, STADD.Pro
* **Operating Systems**: Windows, Mac, Ubuntu
* **Packages:** Ms. Office

**Linguistic Skill*** English (Read, write and converse)
* Hindi (Read, write and converse)
* Malayalam (Read, write and converse)
* Tamil (converse)
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**DECLERATION** I hereby declare that above mentioned details are true to the best of my knowledge

Place : Dubai

Date : 12-03-2017

SANOOJ

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| **EDUCATION** | **Bachelor of engineering(civil)2013-2016**JCT College of engineering and technology, Coimbatore Anna university, Tamilnadu. Mark scored: 74%**Diploma in civil engineering 2010-2013** Nandha polytechnic college, Erode DOTE, Tamilnadu. Mark scored: 84.67%**Higher secondary education(commerce computer)2008-2010**GHSS Mankada, Kerala.Board of public examination Kerala. Mark scored:64%**SSLC 2008**GHSS Mankada, Kerala.Board of public examination Kerala. Mark scored:64% |
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| **PERSONAL DETAILS** | Date of birth: Citizenship: Religion: Marital Status:Interests:UAE Driving License: | 26-05-1992IndianIslam- Muslim Married Adventure,TravelingYes |
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| **REFERENCE** | References are available upon the request |
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