***Curriculum Vitae***



***Majid***

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| ***E-mail:*** | Majid.333281@2freemail.com  |  |
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| *OBJECTIVES:* |  |
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|  | *I have done my* ***Fsc Pre-Engineering*** *from* ***Abbottabad Board*** *and Two Year* ***(D.A.E) Diploma of*** |

***Associate Engineering N.W.F.P (KPK) Trade Testing Board of Engineering &Technology Peshawar Pakistan****. And* ***One Year Diploma of Land Survey N.W.F.P (KPK) Trade Testing Board of Engineering &Technology Peshawar Pakistan****. I want to accept the challenging position in your organization and**grow on the basis of my personal abilities and to provide effective and efficient services to the best of my knowledge to the organization and want to become successful and result oriented person.*

*PERSONAL INFORMATION:*

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|  |  |  |  |  |
| *Date of Birth* | *:* |  | *May, 01, 1988* |  |
| *Religion* | *:* |  | *Islam* |  |  |
| *Nationality* | *:* |  | *Pakistani* |  |  |
| *Marital Status* | *:* |  | *Single* |  |  |
| ***ACADEMIC QUALIFICATION****:* |  |  |  |
| *1* ***FSc (Pre-Engineering)*** |  |  | ***2006*** | ***-*** | ***2008*** |
| ***2 One Year Diploma Of Land Survey From N.W.F.P (KPK) Board of Engineering and Technology*** |
| ***Peshawar Pakistan*** | ***2008*** | ***-*** | ***2009*** |  |

1. ***Two Year (D.A.E) Diploma of Associate Engineering N.W.F.P (KPK) Trade Testing Board of Engineering &Technology Peshawar Pakistan****.*

***MODULE INCLUDING:***

*Soil Mechanics, Transportation & Highway Engineering, Structure Engineering, Reinforced concrete design, Steel Structure, Hydraulic Structures, Environmental Engineering, Survey & leveling, Fluid Mechanics, Project Management.*

***PROJECT:***

*Ground water quality and water borne diseases of Batkhela city*

***COMPUTER SKILLS:***

1. *M.S Office.*
2. *Auto Cad 2004*
3. *MS Project*
4. *GIS (Arc View 3.2)*
5. *Operating Systems i.e. Win 98, Win 2000 and Win XP Expert in (Excel, Word, FrontPage, and PowerPoint), In page, Adobe Photoshop, Internet and All types of Installation.*
6. *And all basic knowledge of computer*

***RESPONSIBILTY:***

***TOTAL STATION (SOKKIA 610, 630 PENTAX, KOLIDA)***

* *Shift traverse point(T.P)*
* *Read cross section of road*
* *Set machine through Resection*
* *Set machine through back sight*
* *Mark center line of road*
* *Mark RD of road*
* *Mark left and right offset of road*
* *Mark horizontal curve with total station (SOKKIA 630)*
* *Find horizontal distance*
* *Find vertical height*
* *Measure angle between two lines*
* *Calculate area*
* *Shift Bench Mark with total station*
* *Read level with total station*

***AUTO LEVEL:***

* *Shift Bench Mark(B.M) with auto level*
* *Make C.P point*
* *Check auto level error*
* *Read cross section of road with auto level*
* *Set vertical curve with auto level*
* *Prepare different layers of road (Sub grade, Sub base,Base,Asphalt ,Bearing)*
* *Measure horizontal distance with Auto level*

***AUTO CAD:***

* ***All types of Plan & Section, Typical Section, X-Section, L-Section and Shop Drawings.***
* *Design the road according to coordinate*
* *Write the coordinate in EXCEL and past in to auto cad*
* *Find horizontal Curve data through auto cad(Radious,Long chord, Tangent length, Deflection angle, Length of curve)*
* *Find the coordinate of curve etc.*

***Eagle Point:*** *Making Contours & Triangulation of Project. Profiling crossection Alignment,*

***Other:*** *Expert in Microsoft Office (Excel, Word, FrontPage, and PowerPoint), In page, Adobe**Photoshop, Internet & All types of Installation.*

***PROFESSIONAL EXPERIENCE:***

1. ***(10th May 2009- 31th December 2009) Designation: Site Surveyor***

***Organization:*** ***DEVELOPMENT MANAGEMANT CONSULTANTS (DMC) - (Pakistan)***

***Job Description:***

1. ***(55th -January 2010 - 31th January 2013) Designation: Site Surveyor***

***Organization:*** ***IZHAR GROUP OF COMPANIES - (Pakistan )***

***Job Description:***

1. ***(06th Feb 2013- 25th July 2013) Designation: Site Supervisor***

***Organization: م.م.ش ةريدملا بورغلاةكرش –(Oman ,Muscat)***

***Job Description:***

1. ***(11th Nov 2013 – 23th Aug 2014) Designation: Senior Surveyor***

***Organization: Mohammad Ayub & Brothers (MAB) – (Pakistan)***

***Job Description:Option 1234 5All written together in one place***

1. ***Project: - INFRASTRUCTURE DEVELOPMENT AT PARK ENCLAVE, ISLAMABAD***

***(28th Feb 2015 – 30th Nov 2015)***

***Designation: Site Surveyor***

***Organization: CALSON “CHAUDHARY ABDUL LATIF &SONS (PVT) LTD” –( Pakistan) Job Description***

1. *All about Surveying about LEVEL & TOTAL STATION day-to-day Site Operations.*
2. *Preparing, Executing & Monitoring all Civil and Surveying ,Structural Site Works as per compliance with the plan/drawings, specifications and schedule.*
3. *Surveying works all about the performance of Infra Structure and Building Structure*
4. *Ensuring structural stability & quality for all civil, Surveying, Infra Structure and structural works*
5. *Conducting Actual Quantity Surveying for Preparation of Purchase Requests*
6. *Operate AutoCAD 2009, 2006… Complete command of Traversing Geometric Alignment,*

*Super elevation, Curves, Contouring, and Leveling Setting out, Total Station(SOKKIA set 610R, 630*

1. *Preparation of Sub Grade, Aggregate Sub Base, Aggregate Base Course.*
2. *Preparation of Retaining Walls, Breast Walls, Wing Walls, Lean Concrete & Grouted Riprap.*
3. *Preparation of, T.S.T & Wearing Course.*

*10 Preparation of Culverts, Ducts, Piles, Pile Cap, Transom & Deck Slab etc.*

1. ***Project: - BUILDING STRUCTURE DEVELOPMENT AT WARSAN 4TH DUBAI , UAE***

***(1st March 2016 – 14th November 2016)***

***Designation: Site Supervisor***

***Organization: (MOHAMAD RAFIQ MOHAMAD PLASTER, TILES & PAINT CONT. – (DUBAI) Job Description***

*-Preparation of estimates for Initial budget proposals for the cost of the project.*

*-Preparation of bill of quantities (BOQ)*

*-Take of quantities of area (civil, electrical and mechanical works from GFC drawings)*

*-Checking of site inspection reports JMs for various works as per approved construction drawings and site verification works executed by the contractor -Preparation of rate analysis for variation orders.*

*- Preparation Tender and Contract Documents.*

*-Preparation of QS Report and Monthly Cash Flow.*

*-Preparations scrutinizing certifying and processing of contractor running and final account bills.*

*-This involves verification of contractor bills with the applicable terms and conditions certification and ensuring compliance to the statutory requirements like WCT and Service Tax. -Preparation of final jobs close out report and analyzing with theoretical quantities verses actual quantities and preparation of as built drawings. -Assist the client in drawing up list of contractors*

*-Draft letter of award and compile contract documents for signature*

1. *All about Surveying about LEVEL & TOTAL STATION day-to-day Site Operations.*
2. *Preparing, Executing & Monitoring all Civil and Surveying ,Structural Site Works as per compliance with the plan/drawings, specifications and schedule.*
3. *Surveying works all about the performance of Infra Structure and Building Structure*
4. *Ensuring structural stability & quality for all civil, Surveying, Infra Structure and structural works*
5. *Conducting Actual Quantity Surveying for Preparation of Purchase Requests*
6. *Operate AutoCAD 2009,2006…Complete command of Traversing Geometric Alignment, Super elevation, Curves, Contouring, and Leveling Setting out, Total Station(SOKKIA set 610R,*

*630 Rk, 650 X),* *and TOPCON), Downloading Processing the Data Collection.*

*7 Preparation of Project Management , Accounts ,Stores , Making All Types of Quotations , Agreements , Work Proposal ,Handling the Labours , if any changes in drawing as per site can*

|  |  |
| --- | --- |
|  | *handle everything , Making Layouts ,All types of work in office Field, all types of work on site field* |
|  | *,HR work,All types of Marketing, Quotation and Estimation ,inspection of site work.* |
| ***7*** | ***(15st Nov 2016 – 08th Jan 2017)*** |

***Designation: Quantity Surveyor (At Head Office)***

***Organization: (IN OUT CONCEPT INTERIOR DESIGNE). – (Silicon Oasis DUBAI)***

***Job Description***

*-Take off for Overall Project Quantity.*

*-Preparation of bill of quantities (BOQ)*

*-Take of quantities of area (Tunnels, Power House) of Civil, electrical and mechanical works from GFC drawings.*

*-Checking of site inspection reports JMs for various works as per approved construction drawings and site verification works executed by the Sub-contractor. -Preparation of rate analysis for variation orders.*

*- Certification of Client (NTPC) and Sub Contractor Bills*

*-Preparation of final jobs close out report and analyzing with theoretical quantities verses actual quantities and preparation of as built drawings. -Assist the client in drawing up list of contractors.*

*-Preparation of estimates for Initial budget proposals for the cost of the project -Preparation of rate analysis for variation orders.*

*- Preparation Tender and Contract Documents.*

*-Preparation of QS Report and Monthly Cash Flow.*

*-Preparations scrutinizing certifying and processing of contractor running and final account bills.*

*-This involves verification of contractor bills with the applicable terms and conditions certification and ensuring compliance to the statutory requirements like WCT and Service Tax. -Preparation of final jobs close out report and analyzing with theoretical quantities verses actual quantities and preparation of as built drawings. -Assist the client in drawing up list of contractors*

*-Draft letter of award and compile contract documents for signature.*

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| *LANGUAGES SPOKEN:* |  |
| *1* | ***Urdu*** | *Read, Write, speak* |
| *2* | ***English*** | *Read, Write, Speak* |
| *3* | ***Arabic*** | *Read, Write, Speak* |
| *4* | ***Pashto*** | *Read ,Write, Speak* |
| *5* | ***Punjabi*** | *Read ,Write, Speak* |
| *6* | ***Hindko*** | *Read ,Write, Speak* |
| *7* | ***Hindi*** | *Understand* ***,****Speak* |

*REFERENCES:*

*Will be furnished on demand*