**HABIBA**

**PLANING ENGINEER (Registered from PEC)**

Email: [**HABIBA.373678@2freemail.com**](mailto:HABIBA.373678@2freemail.com)

OBJECTIVE

Seeking a long term career with a leading organization to enhance my skills and experience in the field of Construction& Project Management, Environmental Management, Project Planning and scheduling. Moreover willing to work in a reputed construction industry. I am in the search of an admirable opportunity where I could polish myself and move ahead with respect to my capacities and capabilities. Working with your organization will allow me to capitalize on the organizational experience and be a valued team member.

**PROFILE**

* **Registered Civil Engineer** from the Pakistan Engineering Council Specialized in Construction.
* Core area of work – Design Consultancy, Construction & execution, Planning and Scheduling.
* **Certified Primavera p6 Professional** and having strong grip on Primavera P6.
* Execution of Civil Works. Site Management Planning and Scheduling, communication and dealing with relevant personnel.
* **Engineering Management** and **Cost Estimation** of Multi Story Building and Vast understanding of **BOQ**.
* Strong Analytical & Communication skills.
* Preparing for PMP Certificate.

**WORK HISTORY**

[](https://www.google.com.pk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwiLstHtnYTWAhUKVRQKHY2gANsQjRwIBw&url=http://www.coroflot.com/hashimmahmood/Work-at-Raees-Faheem-Associates?city=lahore&country=146&specialty=10&&psig=AFQjCNEUmhmQkMzxQdeBhqTJRK6G-o-k1w&ust=1504363696800238)

**RAEES FAHIM ASSOCIATES- Lahore, Pakistan**

**From August 2015 to Date**

Planning Engineer

Responsibilities:

* Plan, organize and schedule the project by developing a project master schedule through the application of primavera software.
* Reviewing the sub-contractor’s detailed work program submissions and prepare the evaluation report.
* Monitoring and analyzing critical activities in the project schedule.
* Review, investigate and correct errors and inconsistencies in documents and Monthly Progress reports.
* Take Reports on regular basis to ensure the Project consistency.
* Understand the work breakdown structure (WBS) and work with the management and project/maintenance team in the development of work breakdown structure for progress measurement, scheduling, cost estimating and project control.
* Prepares cash flow, charts and histograms on planning projects.
  + Supporting the Engineers and ensuring fair construction is carried out.
  + Providing Evidence to the auditors to finalize audit.
  + Arrange meetings to discuss the potential sensitive areas.
  + Highlight the areas where things are not in line.
* Determining proper handling of Concrete and approve its Pouring in required dimensions.
* Researching and Reporting on factors influencing the slow rate of Progress.
* Conducting Reviews and evaluations to boost up the Progress.

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JERS ENGINEERING CONSULTANTS (JEC) - Lahore, Pakistan

[](https://www.google.com.pk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwic0Y_SnoTWAhVTkRQKHbUKBNMQjRwIBw&url=https://vimeo.com/jersengineering&psig=AFQjCNFry9w1mGhW3dNkYCtPy36ZUEwlew&ust=1504363957851830)January 2015 to July 2015

Design Engineer

Responsibilities:

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| * Assisted in design of Water Supply |
| * Designing of Sewerage System |
| * Preparation of Bill of Quantities |
| * Making Project Reports * Designed Fire Fighting System |

I have worked on following Projects:

* Combined Military Hospital Rawalpindi
* Description: Design of Water Supply, Prepared Design Reports and Presentations.

* Design Of Plumbing System For Avari Hotel Murree

Description: Prepared Design Reports and Presentations, Bill of Quantities and Cost Estimation, Schematic design of Water Supply.

* Design of Plumbing Systems Of Dynasty Apartments Lahore

Description: Prepared Design Reports and Presentations, Designed Fire Fighting Systems.

* Alliance Healthcare Hospital, Peshawar

Description: Design of Water Supply, Prepared Design Reports and Presentations.

* Old Mayor Parking Plaza, Faisalabad

[](https://www.google.com.pk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwjxocCMn4TWAhVCNxQKHXGuD70QjRwIBw&url=https://twitter.com/jobswithace&psig=AFQjCNG21t1pkfznk2if94P95UeP3bAOFA&ust=1504364073773861)Description: Design of Water Supply, Fire Fighting System &Prepared Design Reports and Presentations.

ASSOCIATED CONSULTING ENGINEERS- Lahore, Pakistan

August 2013 to Sep 2013

Internee

* Worked on the feasibility report of Gharait Swir Lusht Hydropower project.
* Allow the sub-contractor for any activity and after check and report the quality and status of that activity.
* Played a pivotal role by meeting demanding deadlines and completing assignments ahead of schedule and then assisting coworkers in their tasks.

**ACADEMIC DISTINCTIONS**

* **MSC Civil Engineering** (The University of Lahore) 2015-2018
* **BSC Civil Engineer** (The University of Lahore) 2010-2014
* **FSC Pre-Engineering** (BISE Lahore) 2008-2010
* **Matriculation** (Lahore) 2006-2008

**CERTIFICATIONS**

* **CIEH** Fire Safety
* **IOSH**  Managing Safely
* **EPA net** Water distribution piping system
* **Primavera P6** Project Management

**TRAININGS / WORKSHOPS**

* **Seminar:** Guidelines for Hospital Waste Management

Hospital Waste Disposal Techniques

Hospital Waste Management Rules

* **Workshop:** Geometric Design of Major & Minor Highways
* **Seminar:** Hiring of Consultants (PCII)
* **Seminar:** Basic Life Support & Fire Fighting
* **Seminar:** Waste water on world water day 2017

**SKILLS**

* **Computer Skills:** Primavera P6 professional, AutoCAD, MS Office, Excel,

Power point, SAP, Epa.NET and GIS.

* **Languages:** Fluent in English, Urdu and Punjabi.
* **Writing skills:** Excellent writing skills.

**PERSONAL INFORMATION**

* **Nationality** Pakistani
* **Date of Birth** 28-03-1992
* **Gender** Female
* **Interests** Building Infrastructure, Project Planning, Public Health,

Literature, Net surfing, Sports, Gym

**PROFESSIONAL SKILLS**

* Analytical skills, Risk Assessment, Team & Time Management, Presentation Skills, Leadership Abilities
* Self-Motivated, Disciplined, and Dedicated
* Director of University Environmental Society (S.A.F.E)
* Leader of the BSC final year project

**REFERENCE** Promptly furnished as per requirement.