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| **Namra**  ***Civil Engineering Professional***  **E-mail:** [namra.374141@2freemail.com](mailto:namra.374141@2freemail.com) | C:\Users\cvwriter\Desktop\Untitled.jpg |

**PROFILE SYNOPSIS**

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Versatile, Dynamic and Goal-oriented professional offering formal education, valuable training, skills and attributes for a solid career foundation in a progressive enterprise; Competencies to handle challenging roles in domains of Junior Civil Engineer, Estimation Engineer, Project Management, and Client Relations. Possess a thorough understanding of Civil Engineering fundamentals, physics, drawing, instruments, methods, materials, tools, and equipment used in engineering construction & capabilities to interpret City ordinances and department policies pertaining to Public Works. A deadline-driven and safety oriented Engineer with strong technical know-how as well as excellent analytical, problem-solving, decision-making, time management, communication and interpersonal skills. Seek a challenging work profile to utilize gained experience, within a forward-thinking organization which offers challenging and broad training to use and develops skills.

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| **Strengths and Skills** | |
| * Acquired Degree in Civil Engineering with 1 year exp. * Knowledgeable of Civil Engineering Fundamentals * Adept with mathematical/engineering computations * Astute in AutoCAD/Blue Beam Revu/Primavera etc. * Strict compliance to safety policies and standards | * Competency in Civil Engineer and Cost Estimation * Capability to Read, interpret plans and specifications * Quantity Surveying, Estimation and Reporting Skills * Excellent planning, execution & project process control * Self-starter-quick learner-flexible personality |

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| **QUALIFICATION** |

**Bachelor's Degree in Civil Engineering (with honors.) July 2017**

*National University of Computer and Emerging Sciences (FAST), Lahore*

*CGPA: 3.2*

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| **CAREER SNAPSHOT** |

**Estimator Engineer – Job-International Estimating Company Aug 2017 – Oct 2017**

*International Estimating Company has offices in* *New York, Sydney and Bedfordshire that provides Cost Estimation and Quantity Takeoff*

**Internship – Habib Construction Services Pvt. Ltd Jun 2016 – Jul 2016**

*Orange Line Metro Train Project (Package-1), Lahore, Pakistan*

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| **ACHIEVEMENTS** |

* Accomplished Bachelors Degree in Civil Engineering with more than 1-year experience with an International Estimating Company that has offices in New York, Sydney and Bedfordshire.
* Successfully handled Projects such as Residential Building, Commercial Plazas (Offices & Residential), Mixed Used Building, Villas and Wooden Houses through Blue Beam Software.
* Played a significant role in executing Multi-million projects such as Sustainable City Design, 3D modeling of sky factory using Sketch UP, Water Supply design of Housing Scheme using EPANET, Sewerage Design of Housing Scheme etc.
* Technically astute in AutoCAD, Blue Beam Revu, Primavera, ArcGis, Etabs, SAP, EPAnet, Sketch Uppro, Autodesk Revit, Software, Adobe Illustrator and Photoshop plus familiarity with construction methods and terminology.
* Instrumental in preparing Estimation for a different project in New York, Sydney and Bedfordshire.
* Has the drive and motivation to grow and learn within company and cross-functions to support quality relationships.

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| **CORE COMPETENCY** |

**Civil Engineer**

* Perform general civil engineering work, carrying out complex technical details, making inspections and preparing simple designs. Provide assistance in technical work and/or clerical assistants.
* Design of industrial/commercial site layouts for private and public clients. Preparation of engineering reports, plans and specifications for projects.
* Support and inspects minor construction and maintenance work on highways, sewers, water mains, storm drains, sidewalks, or other public works projects.
* Prepare designs for simple engineering projects, inspects construction materials to see that they conform to specifications. Prepare progress reports; generate surveys for determining payments to contractors.
* Acts as chief of a survey party, makes measurements and obtains design data for computation of quantities.
* Serve as site inspector on contracted and sub-contracted work, computes and checks estimation works.
* Assist in the preparation of contract documents, specifications and plans for bidding in public works projects.
* Provide routine drafting and tracing of sewers, water mains, storm drains and highways or similar public works projects.
* Ability to use computer applications or other automated systems such as computer-assisted design programs (CAD), spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

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| **PROVEN JOB ROLE** |

**Estimator Engineer – Job-International Estimating Company**

* Responsible for estimating the civil scope of the work for a variety of jobs ranging Residential Building, Commercial Plazas (Offices & Residential), Mixed Used Building, Villas and Wooden Houses.
* Generate takeoff reports (quantity tabulations and cut/fill maps) utilizing the takeoff software and excel spreadsheets in estimator’s direction.
* Responsible for preparing cost reports, proposals and creates material summary sheets and take-off summary sheets electronically. Effectively and accurately communicate relevant project information to the project team.
* Ensure all project administrative functions are processed in accordance with company procedures and owners expectations.
* Correspond daily with Client, Architect, Engineer, Subcontractors and Suppliers and prioritizes and effectively manages tasks. Develop and maintains excellent relationships with vendors. Understands current market conditions and prices.
* Capabilities to Multi-tasks and stays focused on the big picture while addressing daily issues.

**Internship – Habib Construction Services Pvt. Ltd**

*Orange Line Metro Train Project (Package-1), Lahore, Pakistan*

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| **PROJECTS HANDLED** |

* Sustainable City Design
* 3D Modeling of sky factory using Sketch UP
* Water Supply design of Housing Scheme using EPANET
* Sewerage Design of Housing Scheme
* Complete Structural Design and Detailing of a House
* Hydraulic Design of a Barrage and Irrigation Network
* Structural Design of a Frame structure using ETAB
* Design of Industrial Roof Truss

**Final Year Project:**

* Detailed structural design and analysis of the multi-storey building, the basic methodology to pursue this project is the detailed study of the structural elements as per ACI code and analyzed and designed them manually and then automation of the structure through different software’s like AutoCAD, SAP, Etaabs etc.

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**Professional Development:**

* Participated in professional workshops on Primavera held at (Pakistan Engineering Council).
* Acted as Forerunner/Organizing Member of FAST Association of Civil Engineers (FACE), Institution of Civil Engineers (ICE), American Society of Civil Engineers (ASCE), and Softech.
* Participated in workshops based on different software’s held by Institution of Civil Engineers society.

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| **I.T PROFICIENCY** |

* AutoCAD, Blue Beam Revu, Primavera, ArcGis, Etabs, SAP, EPAnet, Sketch Uppro, Autodesk Revit, Software, Adobe Illustrator and Photoshop.
* Proficient in MS Office application (Word, Excel, PowerPoint, Email application & Internet).

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| **PERSONAL DETAILS** |

Nationality : Pakistan

Date of Birth : 19th July 1994

Marital Status : Single

Visa Status : Father Sponsorship

Languages : English, Urdu

Reference : Available Upon Request