**CURRICULUM - VITAE**

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**POST APPLIED FOR:- SITE SUPERVISOR/FOREMAN (CIVIL)**

**MOHAMMAD**

***E-mail:-*** [Mohammad.374361@2freemail.com](mailto:Mohammad.374361@2freemail.com)

**Objective :-** To invest my extensive exposure in the given work and effective application of skill and attitude of technique in growth oriented  company providing immense career opportunities.

**SUMMARY OF QUALIFICATION :-**

**Technical** : Diploma in Civil Engineering from State Board of Technical Education (S.B.T.E.), Patna, Bihar.

: Certificate course in Civil Auto CADD from National Institute of Electronics

and Information Technology (NIELIT), Patna, Bihar.

: Certificate course in Total Station and Auto Level Training (Land Surveying) from Galaxy Institute of Technologies, Hyderabad, Telangana State.

: Diploma in Computer Application from Hi-Tek Computer, Patna, Bihar.

**Academic** : Matric (10th) From (B.S.E.B) Patna, Bihar.

**WORK EXPERIENCE :- (OVERSEAS)**

Company : ENGINEERING UNIT GENERAL CONTRACTING, ABUDHABI.

Designation : Civil Site Supervisor/Foreman (Building Construction).

Work Period : 20/06/2015 to Till Date

Project : ABU DHABI AVIATION TRAINING CENTRE (ADATC) G+3

Location : Plot no. P 12, SE 44, Khalifa City A, Abu Dhabi, UAE.

Project : STYRO INSULATION MATERIALS INDUSTRIES

Location : Plot no. 57SR40, 58SR40, ICAD III, Abu Dhabi, UAE.

Project : AL BUSTAN SPECIALITY HOSPITAL

Location : Plot no. 10, Mohammad Bin Zayed City, Musaffah, Abu Dhabi, UAE.

**WORK EXPERIENCE :- (INDIA)**

Company : M/S SHIBU CONSTRUCTIONS Pvt. Ltd (Patna)

Designation : Civil Site Supervisor (Building Construction)

Work Period : 12/08/2013 to 15/05/2015

Company : BHASKAR AAWAS Pvt. Ltd (Patna)

Designation : Civil Site Supervisor (Building Construction)

Work Period : 19/09/2011 to 10/08/2013

Company : VIJ ENGINEERS & CONSULTANTS Pvt. Ltd , NEW DELHI

Designation : Civil Site Supervisor (Telecom Infrastructure)

Location : (B & J Project)

Work Period : 16/08/2010 to 03/09/2011

**Skills and Abilities :-**

: A positive attitude and willingness to equip and encourage co-workers.

: Experience in supervising construction projects.

: Able to read and understand blueprints, schematics and construction documents.

: Able to supervise numerous crews handling a variety of tasks.

: Able to set priorities and exercise flexibility where necessary.

: Able to organize time, material, and labor.

: The willingness to accept other job responsibilities as needed.

: Proficient in Microsoft Windows, Word, Excel, Internet and other software.

: Good communications skills.

**Job Responsibilities :-**

:Responsible for execution of the work on construction Sites as per drawing and according to the Project Manager and Engineers instructions.

: Maintain safe, secure, and healthy work environment by following and enforcing standards and procedures complying with legal regulations.

: Establish & maintain high staff morale, model sound leadership and teamwork.

: Schedule delivery of needed materials and labor requests.

: Trouble-shoot and identify construction problems offer timely and safe solutions.

: Ensure project proceeds in a timely manner.

: Manage tool and materials inventory for each project.

: Ensure unused materials are accounted for and reported to the higher authority of Construction Department.

: Complete necessary reports and meet weekly with higher authorities to discuss construction progress.

: Responsible for maintenance of official records, Drafting of official letters, quotations etc.

: Keeping follow-ups and giving appointments.

: Communicate to the supplier via e:mail phone and fax.

: Over all responsible for manage the site

**PERSONAL PROFILE :-**

Date of Birth : 20th  March1991

Sex : Male

Marital Status : Single

Religion : Islam

Nationality : Indian

Language Known : English, Hindi, Urdu & Arabic

**Passport Details :-**

Date of Issue : 11/12/2009

Date of Expiry : 10/12/2019

Place of Issue : Patna (Bihar)

**Driving License Details :-**

Date of Issue : 10/07/2012.

Date of Expiry : 09/07/2032.

Place of Issue : Patna (Bihar)

Date :

Place :