**Curriculum Vitae**

**Bachelor of Civil Engineer**

**2 years of Exp. as a Site Engineer**



**SALMAN**

E-mail: salman.375029@2freemail.com

Visa expire: 3rd Jan 2018



**CAREER OBJECTIVE:**

Looking out for a position as a civil engineer with a reputed firm where I could use my core competencies and knowledge for the mutual growth and benefit.



**SPECIAL SKILLS:**

\* The willingness to work in tight schedule, hardworking etc and the ability to work in a fully computerized environment.

\* The experience in an ISO 9002 organization.

\*The willingness to travel and work anywhere in the world.



**TARGET COMPANY**:

A company that empowers its employees, teamwork, new innovations, service etc.



**CAREER PROFILE**:

2 years’ experience as a Civil Site Engineer for the construction of multistory building Projects.



**EDUCATION QUALIFICATION:**

**Bachelor of Civil Engineering in Anna University, INDIA.**



**PROFFESIONAL EXPERIENCE:**

**Position Held: Civil Site Engineer.**

**The Company: Amarprakash Ltd, Developers Pvt. Chennai, INDIA.**

**Duration: Jan 2017 to Sep 2017.**

**Pervious**

**Position Held: Jr. Site Engineer.**

**The Company: Elegant Builders Chennai,INDIA.**

**Duration: Oct 2015 to Dec 2016.**

***Roles & Responsibilities of Civil Site Engineer:***

* Achieving Construction activities like Excavation, Foundation, PCC,
* Waterproofing, Shuttering, Steel Fixing, Concrete, Masonry work and Tile Fixing etc. up to completion.
* Setting out the works in accordance with the drawings and specifications.
* Liaising with the project planning engineer regarding construction programs.
* Providing data in respect of variation orders and site instructions.
* Preparing record drawings, technical reports, site diary.
* Preparing daily labor report and daily progress report as required.
* Record work hours using the Time Sheet.
* Looking after construction activities, making arrangement of construction
* Materials.
* Coordinating with the project planning engineer regarding construction programs.
* Attending the project review meetings and also Safety training as requested.

 Maintain safe, secure, and healthy work environment by following and enforcing Standards and procedures; complying with legal regulations.

* Preparing Pour Card for Concreting work and Checklist for other Construction Activities.
* Taking all Safety precaution and communicating to workers.
* Meet construction budget by monitoring project expenditures.
* Inspect sites to ensure quality of work, control material wastage and safety
* measures.
* Produce quality reports when relevant such as site inspection reports.
* Keep track of the financial performance of allocated work.
* Archive project work, incoming information and outgoing information.
* Accountable for safety of all personnel and security of the materials on job site.
* Accountable for the job until Construction Manager signs off on completed
* Punch list.
* Performs other appropriate duties and activities as assigned Work is subject to completion based on quality inspections done by Construction Manager at each stage of construction.
* Perform project management functions; calculate project quantities; prepares
* Project cost estimates and specifications; and coordinates activities with
* other city departments and external agencies administer construction contracts; provide engineering support

during project construction, and process contract change orders and design revisions.

* Attend various internal and external meetings regarding engineering topics
* or issues and respond to questions and inquiries from various individuals,
* groups, organizations or companies regarding a wide range of engineering
* topics and issue.
* Preparing record drawings, technical reports, site diary.
* Preparing daily progress report as required
* Resolving any unexpected technical difficulties and other problems that may
* arise
* Sourcing, negotiating and chsn suppliers which may include agents, legal and
* Market expertise
* Room allocation plans and associate responsibilities.
* Managing interior fit out
* Planning, management and supervision of furniture transportation from the
* Current premises to the new promises and their reassembling
* Coordinating and executing of day operation pertaining the relocation.
* Overseeing quality control and health and safety matter on site.
* Close monitoring and on-site supervision of the work is to be undertaken,
* Including the contract administration for the works, and technical advice and
* Assistance to contracted contractor and labor.
* Planning the work and efficiently organizing the plant and site facilities in order to meet agreed deadlines.

**PERSONAL SKILLS:**

Excellent verbal and written communication skills Effective in group discussion

Comprehensive problem solving abilities Willingness to learn

Team facilitator and hard worker.



***TECHNICAL SKILLS:***

Windows & MS-Office Suite. Auto CAD

Revit.



**LANGUAGES KNOWN:**

ENGLISH, TAMIL.



**PERSONAL PROFILE:**

|  |  |  |
| --- | --- | --- |
| Name | : | Salman |
|  |  |  |
| Date of Birth | : | 23rd Mar 1994 |
|  |  |  |
| Gender | : | Male |
|  |  |  |
| Marital Status | : | Single |
|  |  |  |
| Nationality | : | Indian |
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**DECLARATION:**

I hereby admit that all the information given above is true to the best of My knowledge.

**(SALMAN)**

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