**Shaik**

Dubai no .: C/o 971501685421  
Email Id: [shaik.377044@2freemail.com](mailto:shaik.377044@2freemail.com)

**Objective**

To prove myself dedicated, worthy and energetic as an employee in a progressive organization that gives me scope to apply my knowledge and skills and be a member of a team, which dynamically works towards success and growth of the organization.

**Key Skills**

* Supervised And Maintaining the project activities.
* Preparation of Structural Drawings and detail sheets.
* Ability to communicate confidently and effectively with organization at all levels.
* Ability to work effectively in a team, both as a leader and a team member, proven through successful group assignments at current employment.
* Quick learner and excellent team player having ability to meet tight deadlines and work under pressure.
* Excellent Mathematical skills.

**Academic Qualification**

* Bachelor of Technology with Civil Engineering from Royal Institute of Technology & Science affiliated with JNTU University (2017).
* MPC with Emcet from Board of Intermediate(2013).
* SSC from Board of Secondary(2011).

**Computer Literacy**

* M.S Office (Word, Excel, PowerPoint & outlook)
* Experience in installation, configuration, and troubleshooting different operating systems like Windows XP Professional, Windows 7 & Windows 8.
* Implementing, Managing, and Troubleshooting Hardware Devices and Drivers, Installation and Maintenance of Desktop applications like MS-Office and customized applications, Installation of Antivirus, updates, Managing Printers.
* Internet knowledge.

**Technical skills**

* Good knowledge and experience in Auto CAD (2D&3D).
* Calculate quantities of sand for production purposes and estimate.
* Preparation of Raft Reinforcement Details, footings, Columns, Beams, Slabs.
* Shaft, Shear Wall, Retaining wall in plan and sectional elevation with Bar Bending Schedule (B.B.S). Flair concept design.
* Preparing Bar Bending schedules(B.B.S).
* Steel Quantity, as Built Drawings.

**Academic Projects**

* Post-tensioned in Slabs/Buildings (mini project)
* Etab (Analysis & Design of Multistoried Building) (major project)

**Work Experience**

* 5th Dec, 2016 – 22nd Mar 2017 of Internship in New Vistas Construction Company.
* 10th May, 2017 – 4th Jan 2018 Worked as **“SITE ENGINEER CUM CAD STRUCTURE DESIGNER”**  with New Vistas Constructions Company. Adjacent National Mineral Development Corporation(NMDC), Hyderabad.

**Responsibilities:**

* Preparing the drawing and details of Structure Designs in CAD.
* Studying project contracts, Scope of work, Specifications, Quotations, Budget, Correspondences, Payment Terms and Conditions.
* Planning the necessary resources needed for the project.
* Supervising quantity surveying and procurement of material from local markets in order to get it at required time schedule at Economical price.
* Preparing and following up with planning Department regarding the Fabrication Schedule and deadlines.
* Attending periodical meetings and follow up with client to discuss project progress and requirements.

**Area of Interest.**

* Project Management /Site Engineering,
* Building Analysis ,Engineering Design / Construction,
* Procuring & Purchasing Building Materials,
* Quality Control Inspector,
* Manpower Planning.

**Personal Interests**

* Traveling | Jogging and Physical Exercise |Cricket| Swimming.

**Personal Profile**

Name : Shaik

Nationality : Indian

Date of Birth : 27th July, 1995.

Gender : Male

Marital Status : Single

Languages : English, Hindi, & Urdu.

**References:** *Available upon request*

**Declaration:**

I hereby declare that the particulars furnished above are all true and correct to the best of my knowledge and information.

Yours Faithfully,

**(Shaik)**