

**NADIR**

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| Profile  I am an energetic, self-motivated and enthusiastic engineer who have an ability to use own initiative as part of a team. I possess strong analytical and problem solving skills. In addition, my ability of quick learning and dedication always proved me a profitable asset in an organization.  Objective  Seeking a career position in a fast place and challenging environment. | Key Skills   * Resource Allocation and Control. * Preparation of Bill of Quantities. * Health and Safety Legislation. * Construction Safety Enforcement * Data Manipulation and Analysis. * MS Excel Spread sheet designs. * Site Supervision & Execution. * Good Communication Skills | Status  As an Engineer seeking a challenging role in suitable place in an esteemed organization. |

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| **PROFESSIONAL EXPERIENCE**  **BASIC CONSTRUCTION**  **Site Engineer March 2016 to Date Key Responsibilities:**   * Take off quantities from the working dwgs * Prepare off BBS and BOQS from working dwgs. * Cordination with Consultants with related dwgs and arrange meetings with them. * Coordinating and troubleshooting technical solutions to different teams and projects within the company to make sure that projects are deliver on time and with an emphasis on quality. * Mentoring team members, troubleshooting, technical bottlenecks problems and guiding developers as an ongoing day-to-day responsibility.   **PROCTER AND GAMBLED PAKISTAN(P&G) Feb 2015 to Feb 2016 Functional Title: QA/QC  Key Responsibilities:**   * Quality Assurance and Quality control of Concrete * Prepared all the documents related to site work * Also work with a Safety Officer monitoring and assessing hazardous and unsafe situations and developing measures to assure personnel safety also ensures the Site Safety and Health Plan is prepared and implemented * Ensures there are safety messages in each Incident Action Plan and estimation, and governance. * Analysis, worked directly with client to elicit site requirements   Educational Portfolio   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Matriculation | Imam Hasan School, Karachi. | Board of Secondary Education Karachi. | 2008 with A-1 grade |  | | Intermediate | Govt.Dehli College, Karachi. | Board of Intermediate Education, Karachi. | 2010 with B grade |  | | B.S  (Civil Engineering) | Sir Syed University Of Engineering and Technology. | Recognized by PEC and HEC. | 2015 with 1st Division |  | |
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Final Year Project

Construction Analysis of Multi Story Building Using Primavera P6

* Study and Analyse the Drawing
* Preparing Bar Bending Schedule from the drawings.
* By different market visits Prepare Bill of Quantities.
* Balance Resource Capacity
* Questionnaire on Risk Management

Work Experience / Internship Portfolio

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| Organization | Designation | Tenure | Key Responsibilities |
| K.M. SHARIF & COMPANY Engineers & Contractors.  EA Consulting Pvt. Ltd | Trainee  Trainee | June 2013  To  July 2013  Jan 2014  To  Feb 2014 | * Take off quantities from the working drawings * Site Visits and Site Survey. * Liaison with contractors and subcontractors. |

IT Skills

* **Engineering Software** ETABS, and Auto CAD
* **MS Office** fully competent with all aspects of Microsoft office packages, including Word, Power Point, Outlook, Spread Sheet (Excel)

Professional Training Achievements & Extra-Circular Activities

* Mini Project of Cost and Analysis in the field of Quantity Survey
* Great interest in reading informative materials, particularly related to concrete technology and construction safety to enhance my knowledge and skills.