

**SAJO**

**Email:** **sajo.388239@2freemail.com**

**CAREER OBJECTIVE**

Enhancement and refinement of professional abilities and qualities through a favoring and promoting organization, by applying the knowledge and experience attained during my past service.

**EDUCATIONAL QUALIFICATION**

* Diploma in Civil Engineering from West Cost College of Engineering, Kayamkulam, Alleppy, Kerala.
* Higher Secondary Examination, Board of Higher Secondary Examination
* SSLC, Board of Public Examination, Kerala.

**WORKING EXPERIENCE**

* 6 months experience as a **Cad Engineer** in **St. Simon Builders,** Pathanamthitta from Nov 2016 to July 2017.
* 1 year experience as a **Site Engineer** in **Vettoor Construction Engineers Pvt.Ltd**, Kottayam from Dec 2017 to Dec 2018.

**DUTIES & RESPONSIBILITIES**

* Reporting to the Project Manager.
* Making workshop drawings.
* Co-ordination of Site activities.
* Liaison with Client, Consultant, Sub contractors.
* Monitoring Project Progress, Schedules, and targets.
* Quantity Surveying, Materials take off, Preparation of sub-contract agreement.
* Preparation of Procurement schedule.
* Approval of materials from concerned authority.

**COMPUTER SKILLS**

* Auto Cad, 3DS MAX, Revit
* Photoshop, Excel, MS word

**STRENGTHS**

* Positive attitude and self-motivate
* Adaptable to any situation
* Hard work and dedicated

**PERSONAL PROFILE**

Religion : Christian

Marital Status : Single

Nationality : Indian

Languages Known : English, Malayalam, Hindi, Tamil