

ANAND
Civil Engineer



Email: ANAND-389942@2freemail.com

OBJECTIVE

Seeking for a challenging position as a Civil Engineer, where I can use my planning, designing and overseeing skills in construction and help grow the company to achieve its goal. Seeking a Civil Engineering position that utilizes strong managerial skills to oversee a wide range of employees and clearly communicate important details with contractors.

RESPONSIBILITIES

- Expert in making plans of various civil works.
- Excellent verbal and non-verbal skills.
- Competent to manage time well; ability to work with ease under pressure and minimal supervision.
- Scheduling Work tasks and sourcing, planning and allocation of resources & controlling.
- Preparation of method statement for respective site works.
- Following project baseline, monitoring the progress as per the program.
- Maintaining the quality and safety records, site inspection, solving the NCR Issues with QA/QC.
- Supervising contracted staff and checking technical designs and drawing plans to ensure that they are followed correctly.
- Liaising with sub-contractors and supply chain.
- Preparing site reports and filling in other paperwork.
- Executing the works as per local authority standards.
- Preparation of shop drawings with the ref of construction issued drawings.
- Preparation of material submittals as per specification.
- Preparation of method of statements and compliance statement as per project requirement.
- Obtaining approval of material submittals and shop drawings from consultant.
- Rising RFIs, IRs and obtain clearance as per schedule.
- Executing site work as per Approved shop drawing and IFC Drawings.

ACADEMIC QUALIFICATION

Bachelor of Civil Engineering from Anna University, Tamilnadu: 7.21%

Diploma in Civil Engineering from Board of Tamilnadu : 69%

PROFESSIONAL EXPERIENCE

Company : **AZHAR ASSOCIATES** Tamilnadu, India.
Designation : Civil Site Engineer
Period : May 2016 - Dec 2018.

OTHER SOFT SKILLS

- Good communication, presentation skills both in English and regional languages.
- Good command in Ms Office and AutoCAD.

PERSONAL DETAILS

Date of Birth : 06thMay, 1995

Marital status : Single
Nationality : Indian.

DECLARATION

I do hereby declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my knowledge and belief.

(Anand)