**CURRICULUM RECORD**



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **PERSONAL Information: -** | | |  |
|  | Name | : |  | KASHIF |
|  | Nationality | : |  | Pakistani |
|  | Religion | : |  | Islam |
|  | Email | : |  | [**Kashif-394070@2freemail.com**](mailto:Kashif-394070@2freemail.com) |

**Objective:**

To pursue career in a progressive organization that provides opportunities for career growth and professional development in order to groom the overall personality.

**Personality:**

I am a person who is always ready to accept challenging tasks andcan adopt the new environment easily & quickly.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Computer Skills:** | | |  |  |
| Ms Office | |  | Ms excel | |
| Ms word | | | Internet | |
| **EXPERIENCE:** |  | |  | **Total 1.5 years** |



**"Site Engineer Trainee"** from Sep-2018 to Dec-2018.

* Work as site supervisor a project of renovation in Lahore



**"Project Coordinator”** from jan-2019 to mar2019.

* Working as project coordinator civil in a project of revamping of DHQ and THQ Hospital punjab
* Working on weekly progress reports .
* Working on Third party Validation (TPV) documents.
* Working IPC certifcate



**“Site Inspector”** from Apr-2019 to June 2019.

* Inesption of civil work in DHQ Hospital Nankana Sahib.
* Inspection of sewrage works in DHQ Hospital Nankana sahib.



**"Project Coordinator”** Ltd from july-2019 to tilldate.

* Working on R.E reports submiited to clients by the site.
* Working on monthly Progress Reports

**ACADEMIC QUALIFICATION:-**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **DEGREE** | **SUBJECT** | **Obtain** | **Total** | **Percentage** | **BOARD/UNIVERISTY** |  | **YEAR** | |  |
|  |  | **Marks** | **Marks** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **BS CIVIL** | **CIVIL** | **3.50** | **4.00** | **88%** | **Bahauddin Zakariya** |  | **2018** |  |  |
| **ENGINEERING** |  |  |  |  | **University MULTAN** |  |  |  |  |
| **TECHNOLGY** |  |  |  |  |  |  |  |  |  |
| **DAE** | **CIVIL** | **2648** | **3500** | **77%** | **P.B.T.E LAHORE** |  | **2013** |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **MATRIC** | **SCIENCE** | **630** | **1050** | **60%** | **BISE SARGODHA** |  | **2010** |  |  |
|  |  |  |  |  |  |  |  |  |  |

**STRENGTHS**

* Good Team player
* Ability to handle pressure
* Energetic & Hard worker
* Presentation & Inter personal skills
* Decision maker

**SPECIAL SKILLS**

* Excellent project management skills.
* Ability to communicate efficiently with clients and superiors
* Project Documentation

**LANGUAGES SKILLS:**

1. English
2. Urdu
3. Punjabi

**Reference**

**Will be furnished on demand .**