**Naeem (Civil Engineer)**



Email – naeem-395095@2freemail.com

**CAREER OBJECTIVE:-**

* Civil Engineer with 4+ years of experience in Site Execution, Billing, Quality Control, Quantity Surveyor, To achieve a creative position in such an organization where I can help in the growth of the

organization & myself using my interpersonal skills and talent.

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* I have completed Bachelor of Engineering with the specialization in **Civil Engineering** with CGPA 6.49 in May 2014 from Patel College of science and technology Indore (M.P) affiliated by R.G.P.V Bhopal.

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| **EMPLOYMENT RECORDS:-** |  |
|  | **Position held** | Site Engineer / Project Engineer |

* + **Duration of work** From Dec 2017 to Feb 2019

**PROJECT DETAIL:-**

* **Name of project**Waste to Energy Plant (approx. 1000 TPD/ 23 MW)

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|  | **Location** | Admapur Chawani (BHOPAL) |
|  | **Work Detail** | Construction of Mini transfer station at various location in Bhopal with brick |
|  |  | Boundary wall and precast boundary wall, RCC Building, Cement Concrete Road, |
|  |  | BT Road, Structural steel shade & other civil structure. |
| **EMPLOYMENT RECORDS:-** |  |
|  | **Position held** | Site Engineer |

* **Duration of work** From April 2016 to Dec 2017

**PROJECT DETAIL:-**

* **Name of project**Waste to Compost Plant (approx. 250 TPD)

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|  | **Location** | Gondiya Trenching Ground (UJJAIN) |
|  | **Work Detail** | Including work such as construction of RCC Building, BT Road, Flooring for |
|  |  | Windrows, Structural steel shade, RCC foundation for machinery and other |
|  |  | Required civil structure. |
| **EMPLOYMENT RECORDS:-** |  |
|  | **Position held** | Trainee Engineer |

* **Duration of work**From May 2015 to April 2016

**PROJECT DETAIL:-**

* **Name of project**Railway major bridges jacketing work

 **Location**

 **Work Detail**

In Between Udaipur to Durgapur railway track

Working under the guide line of IOW such as (Oversee and record daily site

Activity Such as concreting, Filling of cube and checking slump of concrete at site,

Material testing as per field quality plan, notifying daily consumption of

Material and record, Perform and record cube test and Slump test, Take

Levels with auto level before excavation or concreting.

**DESCRIPTION OF DUTIES (CIVIL):-**

* **Participate in Swatch Bharat 2018 for Construction and maintain MTS in Bhopal.**
* Responsible for supervision of construction, quality control, checking and verification of layout of structure as per drawing.
* Execution work on site as per drawing and given specification.
* Direct participate in surveying to lay out installation or establish reference points, grades or elevation to guide construction.
* Oversee safety matters on the site, and ensure that regulations are adhered to.
* Use survey instrument, metering device, tap measure and test equipment such as concrete strength measure to perform inspection.
* Making of daily and weekly report as per client condition.
* Inspect project site to monitoring progress and ensure confirmation to design, specification and safety or sanitation standard.
* Planning of daily activities and record all activity day by day.
* Managing the requirement of labour and staff as per site condition and situation and monitoring the progress of project.
* Test soil or material to determine the adequacy and strength of foundation concrete or steel.
* Performing test of concrete and finding variation as per IS code.
* To take complete all the records such as (Cube test, sieve analysis, dimension of layout and daily work progress) as par client and contractor requirement and condition.
* Handle and prepare all the documents related to site.
* To solve any unexpected technical difficulties and other problems that may arise at any time by consulting authorized and responsible person.
* Work with all team member to create a better relation and understanding in entire team for a batter work flow and progress of project.
* Keeping and updating the records, Negotiation.
* Estimate quantity and cost of material and find out the consumption of material, equipment, labour to determine project feasibility
* Making bill of quantity, filling of measurement books of civil works and steel works.
* Checking of sub-contractors bill, making B.B.S, making of bar chart.
* Checking and verifying work with prepare BOQ if any amendment required given quantity in purchase order then take immediate action and amend required quantity.
* Develop co-ordination b/w whole works, consulting with architect, make changes and modification in drawing as per site situation, and condition.
* To make a co-ordination with general manager and project manager for the inspection of work at site.
* To make Co-ordination b/w third party engineers/Independent engineers and origination for client satisfaction.
* Develop a better relationship b/w client and contractor.
* Always prepare myself to guide contractors and their engineer for smooth work flow.
* Keeping and updating the records, Negotiation.
* To prepare necessary paperwork for the completion of work and get it authorized by the client after their inspection.
* Prepare the plan to complete the project on time.
* Find the critical path due to which progress is delayed.

**DESCRIPTION OF DUTIES PRODUCTION IN UJJAIN COMPOST PLANT:-**

* Overseeing the production process.
* Managing and developing a production team
* Agreeing weekly production plans and targets.
* Working with managers to implement the company's policies and goals.
* Managing the movement of goods into and out of production facilities.
* Attending daily operations meetings.
* Managing multiple projects at the same time.
* Making sure that staff comply with all workplace health and safety regulations.
* Ensuring that the production is cost effective.
* Making sure that products are produced on time and are of good quality
* Forecasting the requirements of the production in order to achieve the production target.

**HIGHLIGTHS:-**

* Strategic planning
* Procedure development
* Process improvements
* Cost reductions
* System implementation
* Team Building
* Analytical

**SKILLS:-**

* Bachelor's Degree in Civil Engineering
* Auto Cad
* MS Office
* Basic knowledge of computer
* Efficiently use of internet
* More than 4 years of experience (As Site Engineer/Project Engineer)

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**STRENGTH:-**

* Self-Belief
* Positive Attitude
* Dedication & Concentration
* Eagerness to learn New things

**PERSONAL PROFILE:-**

**Name**

**DOB**

**Nationality**

**Languages known**

**Visa**

**Visa Valid**

Naeem

Oct 11, 1990

Indian

Hindi, English

Visit Visa

Jan 18, 2019

**DECLARATION**

I hereby declare that the information furnished above is true and to the best of my knowledge.

**DATE: -** 30 October 2019

**PLACE: -** Dubai

**[Naeem]**

**NOTE: -** I am physically available for interview in Dubai. You can reach me from contact detail given above.