ABDUL

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**Objective:**

Seeking a challenging career opportunity in a reputed company where I can harness my technical skills, work experience and creative towards making significant contribution to the growth and development of the company and thereby develop myself.

**Worked experience :(2 years)**

Worked as an Assistant Civil Engineer in Madina Constructions Architects & Engineers, India, Hyderabad.

**Job Responsibilities:**

* *Execution of works with respect to consultant drawings, specifications and requirements.*
* *Regularly update of meetings, client requirements, approval etc. As required for smooth execution and maintains record for tracking dates to prepare perfect correspondence.*
* *Great coordination with consultants for regular inspections, approvals etc.*
* *Very strongly instruction and monitoring of all sub-contractors to achieve work progress with good quality for smooth project handing over.*
* *Very strongly instruct and monitor all workforces to follow construction safety at site.*
* *Analysing tendering costs for civil and associated works as per market price for items.*
* *Investigating the construction site which is under work.*
* *Survey and mark the levels, bench mark with the help of auto level.*
* *Monitoring and ensuring that the construction is being done as per the consultant drawings, specifications.*
* *Obtaining approvals for materials to be used in project in compliance to the project specifications and standards.*
* *Ordering the required material as per specifications and allocating resources as per the schedule to achieve target.*
* *Explaining any issue to the labour’s and maintaining the daily project reports (DPR).*
* *Responsibility to check the equipment’s like electric vibrator, Hitachi ex-70, JCB.*
* *Day to day update from storekeeper for availability and shortage of materials.*
* *Proper written co-ordination and work clearance with other services like firefighting, mechanical, electrical, plumbing etc.*
* *Variation claim in case of any changes in respect to tender drawing.*
* *Submission of as-built drawing to consultant and client.*

**Educational Qualifications:**

B. tech in Civil Engineering

from Jawaharlal Nehru technological university Hyderabad.

Intermediate

from Sri Chaitanya junior college Hyderabad.

High school

from St Mary’s High School Tandur.

**Technical Skills:**

* Operating systems: Windows 7, Windows 8.1, Windows 10, and Mac OS.
* Software Packages: Microsoft office, AutoCAD, Revit, 3dS max with sound knowledge of 2D and 3D Drafting.

**Personal Skills:**

* Positive attitude and enthusiastic in team work.
* Strong motivational and Leadership skills.
* Excellent communication skills.
* Ability to perform under high pressure and against target deadlines. Ability to motivate and inspire confidence in the team.
* Hardworking punctual and Responsible.

**Personal Information**

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| --- | --- |
| Date of birth | 20-02-1992 |
| Languages | Fluent in English, Telugu, Hindi. |
| Nationality | Indian |
| Religion | Muslim |
| Marital status | Single |
| Sex | Male |
| Staying in | Dubai, Hor al anz |
| Visa status | Up to 25-JUNE-2016 |

**Declaration:**

**I do hereby declare that the above information is true to the best of my knowledge.**