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**anas**

E-mail: [anas.36087@2freemail.com](mailto:anas.36087@2freemail.com)

**Career Objective**

To be associated in an organization that will provide a career advancement and personal growth wherein my education and experience will have a valuable application. To join a highly professional and dynamic organization where I can utilize my best drafting knowledge and vast work experience to grab ample of career progression opportunities.

**Summary of Experiences**

8 + Years of Experience as Autocad Draftsman in Architectural specialized company including 7 years of Experience in Dubai for U.A.E. major projects

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| **Company** | **Designation** | **Duration** | **Projects** | **Client** |
| Haseeb Rasoul Fzc | Fit-out Joinery Draughtsman | Dec 2014 – July 2017 | 1.Construction of ADNOC New Corporate Headquarters Tower | ADNOC |
| 2. Midfield Terminal Building of Abu Dhabi Airport | ADAC |
| CBE | Architectural Draughtsman | July 2012 – Nov 2014 | 1. Al Barsha Police Station  with Jail, Al Barsha, Dubai, U.A.E. | Dubai Municipality |
| 2. U.A.E. Down Syndrome Association for Ministry of Public Works. | Ministry of Public works |
| 3. Mother Jail Project, Al Aweer, Dubai, U.A.E. | Dubai Police General Head Quarters |
| 4. B+G+3+GYM. Commercial & Residential Building, Al Karama | AL Wasl |
| Multitek Electromechanical L.L.C. | Draftsman | November 2009- May 2012 | 1. Street Lighting and Infrastructural Works for Meydan, Dubai, U.A.E.  And MEP works of Speaker Tower for World Biggest TV at Nad Al Sheba, Dubai | Meydan |
| Classic Builders | Draftsman | June 2007- September 2009 | Villas Projects in Kerala | - |

**Duties & Responsibilities**

1. Preparing Interior shop drawings and as-built Drawings
2. Preparing Detailed Timber Door Shop Drawing with Ironmongery and making cut list for Doors and frame to issue for production.
3. Produce fit out shop drawings, wall setting out, cubical Toilet, reflected ceiling plans, elevations, flooring, joinery, stone, gypsum partition, glass, metal and related details.
4. Preparing Detailed Wall Paneling with various finishes including framing details.
5. Preparing Timber Ceiling with framing Details including MEP coordination.
6. Preparing detailed drawing for vanity counter, Kitchen cabinet and reception counter.
7. Site visits to obtain information for as built drawings
8. Preparing Architectural Plans, Sections & Elevations for residential & commercial Buildings.
9. Preparing the drawings for Aluminum Doors & Windows.
10. Preparation of Finishes Drawings like Flooring, Wall Tiling and False ceiling Layout.
11. Maintain accurate schedule of the produced drawings including the revisions, status of submissions/approvals.
12. Ensure conformity of the drawings to engineering standards, standard drawing practices, specifications and local authority requirements, meeting layout concepts
13. Preparation of Weekly & Monthly report including all log like shop drawing, Material, letter Correspondences etc.
14. Work directly with engineering staff, consultants and ensure accuracy of the drawings in terms or coordination.
15. Preparing Material Submittals for approval.
16. Produce accurate Bill of Materials or quantities of the drawings.
17. Coordinate with consultant for drawing related matter and discuss with the Engineers.
18. Coordinate with Estimation Engineer and Quantity surveyor.
19. Prepare the document for Handing over of Project as per the requirement.

**Academic Qualification**

1. Master of Commerce (Not Completed)
2. Bachelor of Commerce (Calicut University)
3. Plus Two, DHOHSS, Pookkarathara (Board of Secondary Examination)
4. SSLC, MVM, Valayamkulam (Govt. of Kerala)

**Technical Qualification**

1. Civil Draughtsman (Victory ITC, Edapal)
2. Architectural Assistant.

**Computer Skill**

1. AutoCAD 2D
2. M.S. Excel & M.S. Word
3. ArchiCAD
4. Adobe Photoshop
5. Basic 3Ds MAX

**Personal Details**

Visa Status : Visit Visa (13/11/2017 to 08/02/2018)

Availability of Joining : Immediate

Date of Birth : 21st May, 1986.

Nationality : Indian

Sex : Male

Marital Status : Married

Languages known : English, Hindi & Malayalam.

License Details : U.A.E. Valid Driving License (License No: 1927622/ Dubai)

**Personal Skill**

* Strong verbal and written communication skill
* Team worker
* Computer hardware and software repair, installation and maintenance
* Hard working, sincere and kind of challenges
* Quick to learn and adapt any kind of challenges
* Excellent working relations with superiors as well as colleagues

**Passport details**

Date of issue : 24-02-2016

Date of expiry : 23-02-2026

Place of issue : Cochin

**Declaration**

I hereby declare that all the statements furnished above are true and correct up according to my knowledge and belief.

Place: Dubai

Date: **Anas.**