

CURRICULAM VITAE

# SARAVANAN

Position applied for **: Civil Draughtsman**

Email **:** [**saravanan-394593@2freemail.com**](mailto:saravanan-394593@2freemail.com)

# CAREER OBJECTIVE:

Seeking for a growing and challenging position in an organization where I can apply my knowledge and hard work as an efficient team member to contribute for the development of the organization, a position in CAD operation where I can utilize my related knowledge and skills and develop ideas concerning the contribution to the profitable growth of an organization.

# TOTAL PROFESSIONAL EXPERIENCE:

* Presently working as **Civil Draughtsman**

(Dubai /UAE) on Roads & Infrastructure division (Based on AutoCAD) **July’ 2017 to Till date.**

* 7 Years’ Experience as a **CAD Draughtsman**

(Muscat, Oman) on Roads & Infrastructure division (Based on AutoCAD)-**April’ 2009 to Jan,2016.**

* 1 Year’ Experience as a **Asst.Cad Engineer**

(Chennai, INDIA) On Roads & Infrastructure (based on AutoCAD) - **May’2008 to April’2009.**

* 2 Years' Experience as a **Infra Cad Technician**

**(Bangalore, INDIA)** on Roads & Infrastructure (based on AutoCAD) - **May'2007 to April'2009.**

* 3 Years' Experience as a **CAD Technician**

(**Chennai**., INDIA) on Electrical Panel Board, Cable Duct (based on AutoCAD) - **Mar'2004 to Apr'2007**.

# Overseas Experience:

**International Contracting company in Al Barsha, Dubai, UAE**

## Projects : The Fields – (1026 Villas) Roads & Infrastructure Works. (July: 2017 to Till Date).

**Designation : Draughtsman (Roads & Infra Division)**

**Reports To :** Construction Manager, Site Engineers.

**Interface with :** Site Engineers, Foremen, Intermediate management.

# In Oman, Muscat (April 19, 2009 to Jan-2016)

## Projects : Muscat Electricity Distribution Company (MEDC) (April: 2009 to Jan-2016).

**Designation : CAD Draughtsman**

**Reports To :** Construction Manager, Site Engineers.

**Interface with :** Site Engineers, Foremen, Intermediate management.

in **Delhi, India (May’2008 to April’2009)**

## Projects : Construction Supervision of Tamil Nadu Road Sector Project –01 Roads & infra works (May’2008 to April’2009)

**Designation : Draughtsman (Roads & Infra Division)**

**Reports To :** Lead Draughtsman, Site Agents, Consultants, Site Engineers

**Interface with :** Site Engineers, Foremen, Intermediate management

## SUMMARY (Brief summary of the position):

**Responsibilities:**

* + Preparing Shop drawings [Road works, Utilities, Hardscape & Landscape Drawings and Co- ordination drawings] ,Preparing As-Built drawings
  + Submitting drawings to the client/ consultant and obtaining approval from them Co-ordination with consultant for minor design changes
  + Providing other data to the surveyors and site engineers
  + Assisting quantity surveyors for quantity calculations
  + Preparing Road Crossing Duct Drawings
  + Preparing Combined Utility Cross Section Drawings
  + Preparing Road Cross sections.
  + Preparing Storm Water, Combined Waste, Process Water, Telephone, Potable Water, Irrigation, Electrical and Traffic Light Shop drawing and As - Built Drawings.
* To handle the production of the necessary design and working drawings as per specifications.
* Produce and/or develop the necessary drawings as per the design briefs
* Ensure that information provided in the shop drawing is in accordance with the contract specifications and material submittal.
* Able to read hand sketches from senior staff and reproduce to scale and coordinates
* Understand geometrical coordinates, ordinance levels and standard BS detailing symbols, lines and other draughting tools and techniques
* Understands and produce whole, sectional and details in both 2D and 3D, to scale and using software tools.
* Maintain a proper database of drawings ensuring the necessary information is available when required.
* Minimize the number of revisions and aborted works on site.
* Represent the company image to the Client.
* Have a high level of competency and proficiency in the use of AutoCAD 2D and 3D.
* Competent in the use of other draughting software such as Revit and Microstation.
* Able to work closely with the engineering and surveying departments to produce high quality shop drawings
* Having good communication skills to coordinate with the project consultant and management team
* Having sound understanding of steel reinforcement and be able to produce a bar bending schedule
* Knowledgeable of structural elements and materials to be able to produce accurate structural detailing
* Knowledge of temporary works and formwork.

# KEY SKILLS:

* Able to produce and maintain logs of incoming and outgoing drawings and related correspondence.
* Coordinate with subcontractors and manufacturers in respect to drawing production and delivery.
* Have a sound understanding of civil engineering construction activities.
* Proficient in reading FC drawings and be able to transfer that information into producing accurate shop drawings.
* Able to display awareness in traditional draughting methods
* Liaison with internal staff
* Arrange regular spot checks on works and records and carry out all necessary monitoring of existing and new works.
* Able to supervise and control the day to day running of office based AutoCAD activities
* Ability to communicate and coordinate on a daily basis with the project consultant
* Qualities orientated and have an eye for detail.
* Identify and conduct staff training / workshops to ensure they are conversant with the requirements of the project.
* Ability to manage and delegate tasks
* Awareness of local authority requirements and regulations
* Cost conscious.
* Ability to use Aconex and other such construction management packages
* Have a certificate from a recognized provider of AutoCAD training.
* Ability to work up drawings (Plans, Sections & details) from Engineers basic sketches to full working drawings
* Shop drawings for Road layout, Sewerage, Storm, Water supply, Irrigation, Telecom network layout & details.
* Utility corridor Layout & Sections
* Potable water, Irrigation, Electrical, Sewer & storm water drainage network layout, longitudinal profile & Standard details.
* Hard landscape and soft landscape, Site setting out plan and section details.
* Roads, Service Tunnel Plan, profile and section drawings
* Excellent working knowledge of AutoCAD software (Version 2010 and above) including AutoCAD functions such as X-refs, Lisp, Blocks, Layers, Model space & Paper space, View ports, Pen setting files and all AutoCAD Utilities.
* Experienced user of Microsoft Office

# Other (INDIA) Experience:

**Role** : Cad Draughtsman

## Projects: -

San Bernardino County parcel mapping & utility project, USA City of Camarillo Sewer & storm Facility, USA

Mission Viejo Storm Drain Project, USA La Verne county utility project, USA Olivenhain Municipal Water District, USA

Thousand Oakes Storm water drain Project, USA Palmdale sewer facility Project, USA

Yuba City water & storm utility project, USA El Centro county sewer project, USA

California Water service, USA

AGS ITALIA Cartography project, ITALY

# Responsibilities:

* Produce and/or develop the necessary drawings as per the design briefs
* Ensure that information provided in the shop drawing is in accordance with the contract specifications and material submittal.
* Able to read hand sketches from senior staff and reproduce to scale and coordinates
* Understand geometrical coordinates, ordinance levels and standard BS Detailing symbols, lines and other draughting tools and techniques
* Understands and produce whole, sectional and details in both 2D and 3D, to scale and using software tools
* Maintain a proper database of drawings ensuring the necessary information is available when required.
* Minimize the number of revisions and aborted works on site.
* Represent the company image to the Client.
* Have a high level of competency and proficiency in the use of AutoCAD 2D and 3D.
* Able to work closely with the engineering and surveying departments to produce high quality shop drawings
* Having good communication skills to coordinate with the project consultant and management team.
* Knowledge of temporary works and formwork
* Able to produce and maintain logs of incoming and outgoing drawings and related correspondence.
* Coordinate with subcontractors and manufacturers in respect to drawing production and delivery.
* Have a sound understanding of civil engineering construction activities.
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* Ability to manage and delegate tasks
* Awareness of local authority requirements and regulations
* Cost conscious.

**ACADEMIC QUALIFICATION & OTHER SKILLS:**

* B.Tech Electrical Engineering through Rajasthan Vidyapeeth of Udaipur Open University
* Diploma in Electrical Engineering (YOP-2002-2004)
* Higher Secondary School Leaving Certificate from GHSS.(YOP-2000-2002)

## ADDITIONAL QUALIFICATIONS:

* Diploma in Professional AutoCAD (YOP-2004)
* Computer Proficiency - Working Knowledge of MS Office2010/XP, Windows 98/2000/XP, VISTA, Windows 7, Internet Surfing And Info Search.

## DESIRED SKILLS:

* Accuracy of Work
* Meeting deadlines
* Technical capability & delivery
* Client relationship

# HOBBIES & INTEREST:

Reading E-books, E-News Paper, playing computer games & learning new things and interested in creative activities

# PERSONAL DETAILS:

Name **:** Saravanan

Born On **:** 05-06-1984

Languages Known **:** English, Hindi, Tamil, Kannada, Malayalam and Arabic Marital status **:** Married

Nationality **:** Indian

# DECLARATION:

Here by I assure that all given information is true and fair according to my knowledge. I will try my best to satisfy the Company Management with my efficiency*.*

## PLACE : Dubai, UAE.

## (SARAVANAN)