

CAREER OBJECTIVE

Seeking a challenging and rewarding position which offers scope for innovation and creativity to deliver desired contribution significantly to the growth of the organization. Dynamic and creative engineer experienced in cost estimation, planning, scheduling, quality assurance/quality control and supervision services for different projects with **6+** years of proven experience.

Core Skills

- Project team Management
- Site Supervision
- Construction Management
- AutoCAD
- Structural Analysis
- Problem-solving
- Communication Skills
- Team Leadership

Professional Summary

UNITED PROJECT TRACK CONTRACTING AND INTEGRATED SOLUTIONS CO.

(SINCE NOV'2023-TILL NOW):

POSITION: CIVIL SITE ENGINEER

PROJECT 1: (SEVEN:--SAUDI ENTERTAINMENT VENTURES)

(AL -HAMRA EXIT 10 DEVELOPMENT)(NOV'23- TILL NOW)

➤ DUTIES AND RESPONSIBILITIES:

- Responsible for all Civil works and finishing activities such as Masonry work plastering,water proofing work ,ceiling work, painting work, sanitary work, tile work and flooring work.
- Involved in the reviewing plans and drawings and approval of the drawings for successful implementation.
- Coordinated with QA/QC teams to ensure the used materials are as per project specifications and ensure all the materials have material submittals and have been conducted MIR's before the use and to get method of statements approved from the consultant before starting the work.
- Coordinated with MEP teams to get clearances to carry on work without any obstacle to ensure any parallel activities.
- Conducted regular site visits to monitor and proceed the work as per method of statement and procedures.
- Coordinated with Safety managers and safety officers to analyse the Risk assessment that may be challenging during the work to prevent accidents.

- Ensured safety procedures were enforced in the project and proactively employed safety measures as needed.
- Implemented quality control procedures to maintain high construction standards and minimize rework.
- Lead the execution of projects according to the plans.
- Coordinated with subcontractors to ensure the work is been done as per the plans and drawings and procurement team to ensure the timely delivery of materials and services.
- Coordinated with responsible team members to progress work without any delay as per the schedule within the dead lines.
- Conducted WIR's by coordinating with QC Inspector at various stages of construction ,including MIR whlie receiving materials and in-process inspections, and final inspections.
- Coordinated with logistic team and store keepers for conduct and update time to time monthly inspection codes and third party inspections for the tools , machines and industrial vehicles without obstruction for work.
- Provided training and guidance to Supervisors and foreman on quality and safety requirements and best practices.
- I actively made daily,weekly and monthly reports of work and reported to the respective Site managers, Construction manager , Planning team and project managers.
- I actively participated in project meetings and confidently provided valuable input and recommendations on various aspects such as scope of work, quality and safety-related matters.
- Managed project budget by tracking expenses and ensuring optimal utilization of resources by monitoring the use of materials by the labours without any wastage.
- I played an instrumental role in the analysis of materials, labor, and equipment. My expertise in this area allowed me to confidently provide valuable insights to the project team, contributing to the overall success of the project.
- I have a proven track record of completing projects within budget and schedule while meeting or exceeding client expectations. You can be confident that I will deliver high-quality work that satisfies your needs.

OUR HOME CONSTRUCTIONS PVT. LTD., ANANTAPUR, A.P, INDIA (2018-2023):

POSITION: CIVIL SITE ENGINEER

PROJECT 2: Cloud9 Buildings(Oct'22 till Sep'23)

PROJECT 3: Skandanshi Commercial Complex(May'21 till Sep'22)

PROJECT 4: Raga Mayuri Villas(Jan'20 till Apr'21)

PROJECT 5: RK Villas(Sep'18 till Dec'19)

➤ DUTIES AND RESPONSIBILITIES:

- Responsible for all Civil works and finishing activities such as Masonry work plastering,water proofing work ,ceiling work, painting work, sanitary work, tile work and flooring work.
- Preparing weekly and daily targets schedules for all type of work activities.
- Follow-up with General person/Engineer efficient usage of materials to minimize wastage and supervise material storage.
- Preparing daily cost report and monitoring the daily work progress with submitted request for inspection and coordinating with QA/QC team.
- Monitor and inspect the site finishing work to ensure compliance with design specifications and quality standards.

- Prepare and maintain accurate documentation, including progress reports, work orders, and change orders.
- Develop and implement site finishing plans, including schedules, budgets, and manpower requirements
- Coordinate with other trades and disciplines to ensure seamless integration of the site finishing work with the overall project..
- Coordinate and collaborate with architects, engineers, and contractors to ensure that the site finishing work aligns with the overall project requirements
- Manage and supervise a team of site finishing technicians and laborers, ensuring that they are working efficiently.
- Coordinate and preparing weekly and daily targets schedules for all type of work activities.
- Coordinate and monitors with contractors for their daily construction activities and their obligations with subcontractors.

EDUCATIONAL QUALIFICATION

Bachelor of Civil Engineering– Anna University, Chennai in 2018

SKILLS

AUTO CAD

MS OFFICE (WORD, EXCEL, POWERPOINT& OUTLOOK).

QUANTITY SURVEY AND TAKE OFFS

PERSONAL PROFILE

| | | |
|-----------------|---|---------------------------------------|
| Name | : | MODA SHAIBAAZ |
| Date of Birth | : | 10-12-1996 |
| Nationality | : | INDIAN |
| Languages known | : | ENGLISH, ARABIC, URDU, HINDI & TELUGU |
| Address | : | Riyadh, KSA. |

DECLARATION

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

(MODA SHAIBAAZ)

Riyadh, KSA.