



Dawood Khan

Nationality: Pakistani **Date of birth:** 22/04/1995 **Gender:** Male

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ABOUT ME

QA / QC Civil Engineer Seeking Position to utilize skills and abilities in construction field. To achieve self-targets of growth and improvements by being an important and reliable part in the associations progress.

- Having **5+ Year** of QA / QC Civil Engineering Experience in Construction industry including buildings and infrastructure.
- Hold a bachelor's in Civil Engineering verified by Pakistan Engineering Council (PEC) and Higher Education Commission (HEC).
- I am a Certified Professional Engineer by Pakistan Engineering Council (PEC).
- Worked in different companies as trainee Engineer, and site engineer.
- I have worked over years in different software like Ms. Office, Auto CAD & P6.
- Brilliant communication skills in English language. Provide a description of yourself here...

EDUCATION AND TRAINING

Bsc Civil Engineering

[28/09/2015 – 16/08/2019]

Website: web.uettaxila.edu.pk [University of Engineering and Technology Taxila](#)

WORK EXPERIENCE

QA/QC Engineer

Dawood Khan [17/08/2019 – 11/01/2021]

City: Riyadh | Country: Saudi Arabia

- **Quality Management Systems:** Develop, implement, and maintain quality management systems in line with international standards (ISO 9001, ISO 17025, etc.) and local regulations.
- **Process Improvement:** Analyze and optimize production processes to enhance efficiency, reduce defects, and maintain product consistency.
- **Root Cause Analysis:** Perform root cause analysis (RCA) for quality failures and implement corrective and preventive actions (CAPA).
- **Audits and Inspections:** Conduct internal and external audits to ensure compliance with quality standards and regulatory requirements.
- **Documentation and Reporting:** Prepare and maintain detailed quality documentation, including reports, audits, and inspection results.
- **Product Testing and Validation:** Oversee the testing of products or services to ensure they meet quality standards.
- **Training and Development:** Train employees and stakeholders on quality control standards and procedures.
- **Collaboration with Teams:** Collaborate with product development and production teams to ensure the design and manufacturing processes meet quality expectations.

QA/QC Engineer

Dawood Khan [07/05/2021 – 12/02/2023]

City: Riyadh

- **Vendor and Supplier Quality Management:** Assess and approve suppliers/vendors for quality compliance, and manage quality-related issues from suppliers.
- **Compliance and Regulations:** Ensure adherence to local regulatory requirements, including Saudi Arabian standards, safety regulations, and environmental norms.
- **Product Inspection:** Inspect raw materials, in-process materials, and finished products to ensure compliance with quality standards and specifications.
- **Testing:** Conduct physical, chemical, and visual tests of materials, components, or finished goods to verify quality.
- **Defect Identification:** Identify, document, and report defects and deviations from quality standards.
- **Inspection Documentation:** Record inspection results in quality control documents, including defect reports, checklists, and inspection logs.
- **Corrective Actions:** Work with engineers and production teams to resolve quality issues and improve manufacturing processes.
- **Regulatory Compliance:** Ensure that products or processes comply with industry-specific regulations, Saudi standards, and health and safety requirements.
- **Quality Reporting:** Provide feedback and reports on quality trends, inspection results, and quality improvement initiatives to senior management.
- **Equipment Calibration:** Ensure that testing and inspection equipment is calibrated and maintained according to standards.
- **Safety and Cleanliness:** Maintain a safe and clean working environment and ensure compliance with safety protocols during inspections.
- **Support Audits:** Assist in internal and external audits to verify product quality and compliance with international and local quality standards.

QA/QC Engineer

Dawood Khan [18/08/2024 – Current]

City: Riyadh | Country: Saudi Arabia

- **Risk Management:** Identify potential quality risks in the production process and implement mitigation strategies. Assess the impact of quality risks on customer satisfaction and company reputation.
- **Continuous Improvement Initiatives:** Lead or participate in initiatives focused on continuous improvement, such as Lean Manufacturing or Six Sigma projects. Use data-driven methods to refine processes, reduce waste, and enhance quality.
- **Customer Feedback Integration:** Monitor and analyze customer feedback, complaints, and returns related to product quality. Use this data to identify areas for improvement and prevent future issues, ensuring higher customer satisfaction.
- **Product Lifecycle Management:** Ensure quality is maintained throughout the entire product lifecycle, from design and prototyping through to production and post-production support. Work closely with R&D to define quality parameters during the design phase.
- **Supplier Audits and Performance Monitoring:** Regularly assess supplier performance through audits and periodic reviews. Monitor the consistency of raw materials and components supplied, and ensure suppliers adhere to quality specifications, resolving issues as needed.

ORGANISATIONAL SKILLS

QA/QC SKILL

- Well Knowledge on QA/QC activities as a QC inspector.
- Excellent Management Skill and Teamwork.
- To Supervise the Operation of the QA/QC function at project site by implementing the project Quality Control Plan and Procedures in accordance with the Company QC Procedures, international standards, and specific contract requirements.
- Method of Statement.
- IFC Drawing.
- ITP.
- RFI/WIR
- Material Request for Inspection Report (MRIR)
- NCR
- Material Approval Request

DIGITAL SKILLS

Microsoft Office / Microsoft Word / Microsoft Excel / Microsoft Powerpoint / Google Drive / Outlook / LinkedIn / Organizational and planning skills / Decision-making / Team-work oriented

COMMUNICATION AND INTERPERSONAL SKILLS

Activity

As a QA/QC Engineer, strong communication and interpersonal skills are crucial for effective collaboration, problem-solving, and ensuring quality standards. You must communicate complex quality issues clearly to both technical and non-technical teams. Building positive relationships with production, suppliers, and other departments ensures smooth operations and issue resolution. Persuasiveness helps in advocating for quality improvements, while feedback delivery fosters continuous improvement. Active listening and empathy allow you to address concerns and find mutually beneficial solutions. Overall, these skills help maintain product quality and drive a culture of excellence within the organization.

LANGUAGE SKILLS

Mother tongue(s): Urdu

Other language(s):

English

LISTENING C2 READING C2 WRITING C1

SPOKEN PRODUCTION C2

SPOKEN INTERACTION C2

Arabic

LISTENING A1 READING A1 WRITING A1

SPOKEN PRODUCTION A1

SPOKEN INTERACTION A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user