

# CURRICULUM VITAE



**Hasheem Mohiuddin Khaja**  
Electrical Engineer B.Tech.

**Project Planner / Scheduler**  
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## SUMMARY

I am a result-driven Electrical engineering and management professional with 12+years of impressive track record in spearheading project planning, scheduler I am seeking a key challenging position with a dynamic organization to leverage extensive managerial experience and industry savvy to deliver stellar results. As apparent from my CV, I have mastered the preparation of the Project Baseline Program as per the scope of work, recovery program and revised program. I have acquired extensive experience in planning complex and high-profile projects of large magnitude whilst driving the improved management of project agendas. What gives me an added edge is my expertise in Project Controls, Project Progress and Performance Measurement, Variance Analysis (Earned Value Management).

## GULF PROJECT EXPERIENCE

**Sponsor** : **LN INFRA PROJECTS PVT.LTD**  
**Company industry** : **Construction**  
**Job role** : **Project Planner/Scheduler.**  
**Tenure** : **Dec 2022 to Jan 2025.**

**Sponsor** : **KHUDAIR FOR TRADING AND CONT.CO**  
**Company industry** : **Construction**  
**Job role** : **Electrical Site Engineer**  
**Tenure** : **Mar 2017 to July 2018.**

## **Key Responsibilities:**

- Preparation of detailed Programme of Works using Primavera P6.
- Collecting & recording all necessary data (%complete, actual labor, etc.) for schedule update, analyzing updates schedule, reporting of problem areas and suggesting corrective actions generating weekly/weekly and/or monthly progress report, Sub- Contractors programs review and interlink with the baseline program, progress monitoring.
- Preparation of Baseline Schedule (Level 3 or 4) in Coordination with the Project team including timeframes, resources & equipment schedule/histograms, submittal logs, cost loading.
- Progress Monitoring and Controlling of Sub-Contractor works of various disciplines.
- Preparation of Look Ahead Programme based on base line programme and physical condition of site.
- Preparation of Project S-curve, Daily, Weekly and Monthly reports for Client.
- Preparation and updating of Procurement Schedules, Drawing Schedules.
- Preparation of Weekly team sheets and assigning the activities based on look ahead programme
- Preparation of notice of delay based on the base line Programme and updating the delay events in Delay log.
- Preparation of Recovery Schedule.
- Responsible for weekly presentation to show the project progress, status and Project related issues and risks.

## **INDIAN EXPERIENCE**

**Sponsor** : **HASHMI CONSTRUCTIONS PVT.LTD**  
**Company industry** : **Construction**  
**Job role** : **Project Planner/Scheduler.**  
**Tenure** : **Aug 2019 to Nov 2022.**

**Sponsor** : **M/s SKS Civil Engineering & Electrical Works**  
**Company industry** : **Construction.**  
**Job role** : **Electrical Site Engineer**  
**Tenure** : **Oct-2018 to July-2019.**

**Sponsor** : **SS Electricals Pvt.Ltd**  
**Company industry** : **Construction.**  
**Job role** : **Junior Electrical Site Engineer.**  
**Tenure** : **July-2012 to Jan-2017.**

### **Responsibilities:**

- Project execution along with testing and commissioning.
- Site execution
- Supervision of installation MDB, SMDB and DB to the power supply to the power sockets & lighting loads, Air conditioning
- Review and study of the plans and drawings.
- Meeting with clients and overseeing technicians.
- Prepare daily progress report and submitting to senior engineer.
- Constant inspection of site progress and providing availability of material beforehand.
- Ensure that electrical works are executed in full compliance with contract documents / scope of work.
- Overseeing safety matters on site.

### **Academic Qualifications:**

- **Bachelor's Degree in Electrical and Electronics Engineering – (Jawaharlal Nehru Technological University), Hyderabad-INDIA**

### **Software/Courses**

- Primavera P6 Latest Version.
- Microsoft Office (Word, Excel, Power Point) Well versed with Microsoft word.
- Auto CAD.
- Hardware Basic, Software Installations.

### **SKILLS:**

- Proficient of computer-based planning tools, e.g., **Primavera P6.**
- Experience in project coordination.
- Strong communication including writing reports and presenting.
- Understanding engineering principles, High Attention to detail.
- Experience in fast-track projects.

### **PERSONAL DETAILS:**

Name	:	<b>Khaja Hasheem Mohiuddin</b>
Date of birth	:	11/12/1989
Marital status	:	Married
Languages	:	English, Hindi and Urdu.
Nationality	:	Indian
Iqama Status	:	Transferable.
Membership	:	Saudi Council of Engineer ( <b>1126442</b> )