

# Muhammad Farhan Siddique



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Saudi Engineering Council Membership# 330512

## Objectives

To enhance my capabilities in a professional way. I would like to be part of a professional team to work in a challenging and professional environment with maximum opportunities for career growth and development.

## Personal Profile

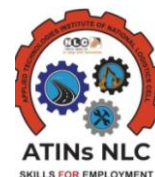
<b>Father Name</b>	Muhammad Siddique
<b>Date of Birth</b>	15 <sup>th</sup> April, 1986
<b>Iqama #</b>	2542378845
<b>Nationality</b>	Pakistani
<b>Language</b>	English, Arabic, Urdu
<b>Religion</b>	Islam
<b>Marital Status</b>	Married
<b>Driving Licence</b>	Saudia, Pakistan

## Educational Background

- Matriculation: Fazaia Degree College F-6 RF Colony PAC Kamra District Attock, Pakistan (Session: 2002-2003).
- ICS: Fazaia Degree College F-6 RF Colony PAC Kamra District Attock, Pakistan (Session: 2004-2005).

## Technical Educational





- **Civil Surveyor** Course from Applied Technologies Institute National Logistics Cell Mandra, Pakistan (Evening Session: 07/01/13-27/06/13)
- **Draftsman Civil with AutoCAD** Course from Applied Technologies Institute National Logistics Cell Mandra, Pakistan (Morning Session: 07/01/13-27/06/13)



## 1- Network Administration

4+ Years (**From July 2007 to Aug 2011**) working experience in THE UNIVERSITY OF FAISALABAD (Pakistan) as Assistant Network Administrator



- ❖ Microsoft Windows Server2008 Enterprise Edition.  Windows Server
- ❖ Microsoft Internet Security and Acceleration Server. 
- ❖ Printserver, Proxy1.1, PDC, ADC, File-Server on Microsoft platform.
- ❖ LAN, WAN, VPN, WLAN, Wireless Networking, VPN.
- ❖ SCSI RAID (0 and5), Stripped, Mirror.
- ❖ Basic and Dynamic Disk Partitioning.
- ❖ ADS, WAP, File-Sharing on Microsoft platform.
- ❖ GPRS, Dialup Networking.
- ❖ P2P Networking.
- ❖ Linux Administration(In Progress)
- ❖ Remote Server Administration.
- ❖ Capability of Serving 1000+ Users.
- ❖ Sound Knowledge of Dell Power Edge Servers (2500, 1500) Series. 
- ❖ Sound Knowledge of HP Proliant Servers(DL380) 
- ❖ Sound Knowledge of Cabling, Virtual Networking with Linksys 10/100/1000 Switches, Penduit and AMP Networking Hardware (IOs, Patch cords).


## 2- Civil Surveying

- ❖ 4 + Years (**From Dec2014 to Jan2019**) working experience as Senior Civil Surveyor at AL-Mobty Contracting Co Saudi Arabia Projects Worked On (*Topographic Survey For Design & Layout Of Design*)



- 1- Al Shrooq Aqeeq Road Al Baha
- 2- Al Naseem Aqeeq Road Al Baha
- 3- Jadya Al Baha
- 4- Shabreqah Al Baha
- 5- College Road Aqeeq Road Al Baha
- 6- Parking Al Qaim Albaha
- 7- Sinaya Aqeeq Road Al Baha
- 8- Mental Health Hospital Sinaya Al Baha
- 9- Volume Evaluation of Asphalt and Stock Piles at Crusher.

### Instruments


- Sokkia Set 510
- Sokkia Set 530
- Sokkia Set 620k
- Sokkia CX 107Series 
- Leica GPS GS16 controller CS20




### Description Of Job

- ❖ Layout of Road in accordance with engineering Drawing Using Total station.
- ❖ Topographic Survey of Road.
- ❖ Observing X-SEC of Road using MLM.
- ❖ Observing L-SEC of Road.
- ❖ Calculation of Cut/Fill Volume of Road.
- ❖ Area Calculation Using Total Station.
- ❖ Resection Through Total Station.
- ❖ Set-Out Line of Road Using Total Station.
- ❖ Remote Elevation Measurement Using Total Station.
- ❖ Calculation/Marking of Side/Gradient Slope%.
- ❖ Layout of Horizontal and Vertical Curves as per given data.

### 3- Accountancy

- ❖ 4 + Years (**From Jan2019 Dec 2022**) working experience as Accounts Manager/Admin Officer in Innovative Marking Company (Islamabad Pakistan)
- 1- Book keeping in QuickBooks Multiuser Software 
- 2- Recording Purchase Orders and Ledgers of Vendors
- 3- Recording sale Orders and ledgers of Customers
- 4- Accrual base entries of Bank Payment Vouchers, Payment Vouchers, Journal Vouchers etc
- 5- Day to Day opening and closing of cash and bank.
- 6- Reconciliation of customer and vendor ledgers
- 7- Payroll management
- 8- Audit trail
- 9- Daily backup management
- 10- Annual audit from third party Accountant firm.

### 4- Document Control/QS/LS

- ❖ **From Dec 2022 till date** working as Document Controller/QS in Ethmar Contracting and Building Co 
- 1- Day to day preparing of Electric, Irrigation and civil WIRs
- 2- 2D quantity evaluation of Landscape Plan
- 3- Preparing of As-Built Drawings of BOQ items
- 4- Preparing of Electrical and Irrigation Shop Drawings under supervision of Engineers
- 5- Maintaining log files separately for Electrical, Irrigation and Civil Department
- 6- Preparing weekly progress and subcontractor reports for Project Manager Office
- 7- Preparing salary sheets of workers and staff of Project.
- 8- GPS Surveying in NEOM WO#08.

## Computer Skills

- Proficient in Handling PC and Computer Network by using following Softwares
  - AutoCAD 2024, Civil 3D 2024
  - MS Office97,2000,2003,2007,2024(Word,Excel,Powerpoint,Access)
  - Antivirus (McAfee, Symantec Endpoint Security, Avast)
  - Adobe Photoshop.
  - Data Compression.
  - Document Format Conversion.
  - Ulead Video Studio.
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