




# Mehboob Alam

 0593467182

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 Saudi Arabia, Riyadh, KSA

## OBJECTIVE

"Dedicated Auto-CAD Operator/Draftsman with over 17 years of experience in Structural and Architectural drafting. Expertise in preparing shop and as-built drawings for residential, commercial, and government projects. Proficient in Auto-CAD (R2007–R2020) and skilled in Microsoft Office applications. Strong attention to detail, excellent problem-solving skills, and the ability to work effectively in fast-paced environments ."

## EXPERIENCE

➤ **BEST TARGET ENGINEERING & CONSTRUCTION (PAK)** "May.2016 – 2024"

**Position:** AutoCAD Operator / Draftsman

**Projects :** GOVERNMENT RESIDENTIAL AND COMMERCIAL BUILDING

**Responsibilities:**

- Preparation of Shop Drawings and As-Built Drawings
- Knowledge of Building Codes and Standards
- Layout Planning & Section Detailing
- Coordination with Engineers and Architects
- Revise drawings based on feedback or site changes.

➤ **SAMSUNG CCE JV (Riyadh, KSA)** "Mar. 2013 – 2016 "

**Position:** AutoCAD Operator / Draftsman

**Project :** Tadawul Tower Project (KAFD) Riyadh

**Responsibilities:**

- Developed shop and as-built Structural drawings.
- Work closely with engineers to interpret and implement design concepts.
- Revise drawings based on feedback or site changes.
- Attend project meetings to understand design intent.
- Update drawings during project development.
- Make corrections and modifications as needed.
- Maintain a record of all versions and revisions of the drawings.
- Use the data to create site plans or layout drawings.
- Organize and file drawings for easy retrieval and use.

➤ **SHAMAEL AL-KHALEEJ EST. FOR CONTRACTING & CONSTRUCTION (Riyadh, KSA)**

"JUN.2006 – 2012"

**Position:** AutoCAD Operator / Draftsman

**Responsibilities:**

- Developed shop and as-built Structural & Architectural drawings.
- Worked on government and private sector projects, including:

**Projects :**

- Ministry of Interior Building (Riyadh)
- Bio-Control Laboratory (Ministry of Agriculture, Riyadh)
- Civil Defense Buildings (Dhurma & Marat, Riyadh)
- External Police Department (Dhurma, Riyadh)
- Warehouse Projects (Riyadh & Tabuk)
- Boys & Girls Schools (Riyadh)
- Workshop Project (Ministry of Defense & Aviation, Tabuk)
- Residential Villas & Commercial Complexes

## EDUCATION

- F.A (Intermediate) – Board of Intermediate & Secondary Education, Swat, Pakistan (1998)
- AutoCAD Certificate Course – InfoWorld Institute of Technology, Batkhela, Pakistan.

## SKILLS

- AutoCAD (2004–2020) – Structural & Architectural Drafting.
- Shop & As-Built Drawings – Government & Private Sector Projects
- Microsoft Office – Word, Excel
- Operating Systems – Windows XP, Windows 10
- Technical Drawing & Blueprint Reading
- Strong Communication & Team Collaboration

## LANGUAGES

**Arabic** : Medium.

**English** : Professional proficiency (spoken and written).

**Urdu** : Expert

**Pashto** : Native

## PERSONAL INFORMATION

**Martial status:** Married

**Date of birth:** Jan/04/1976.

**National :** Pakistani

**Iqama:** Transferable

**Religious View:** Islam

**Diving license :** Saudi Arabia

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