

ABRAR SAJID SHAIKH

PLANNING ENGINEER/ SCHEDULER

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- 🌐 [ABRAR SHAIKH SAJID SHAIKH](#)

EDUCATION

- **MSc in Construction Engineering Management**
University of East London
2024 – United Kingdom
- **B. Tech in Civil Engineering**
Shreeyash College of Engineering
2021 - India
- **Diploma in Civil Engineering**
MGM's Polytechnic
2018 - India

SKILLS

- Project Scheduling
- Project Controlling
- Proficient in Primavera P6
- Project Planning
- Budgeting and Cost Control
- Schedule Development
- Resource Allocation
- Project Lifecycle Management
- Microsoft Office, MS Excel
- Team Collaboration
- Problem-Solving
- Risk Management
- Communication Skills
- Knowledge of Health, Safety and Environmental Regulation
- Civil Engineering Design
- Site Supervision
- AutoCAD, Autodesk Civil3D
- STAAD.Pro, Revit Autodesk
- Engineering Drawing Accuracy

PROFILE

A highly motivated and results-driven Planning Engineer with extensive experience of 4 years in constructions diverse industrial projects. Proven track record in project scheduling, cost control, and resource management, consistent record of delivering projects on time and within budget. Recognised as a collaborative team player with strong analytical and strategic planning skills, adept at optimising project workflows and driving operational efficiency. Committed to adding value through meticulous planning, cross-functional coordination, and a deep understanding of the construction sector. Equipped with exceptional time management and organisational skills, and dedicated to supporting an organisation's mission with professionalism and integrity.

EXPERIENCE

Planning Engineer

- Nov 2019 – Aug 2023

MS Construction

- Assisted in creating and maintaining construction schedules, ensuring timely project delivery and resource allocation.
- Monitored project progress and analyzed delays to recommend corrective actions and maintain efficiency.
- Coordinated with cross-functional teams to update schedules and support risk mitigation efforts.
- Developed and maintained comprehensive look-ahead schedules to support effective project planning and resource allocation.
- Prepared revised baseline schedules with all supporting documentation, including BOQ mapping sheets and detailed narrative reports.
- Allocated resources based on productivity rates and quantity estimates, ensuring alignment with project budgets and timelines.
- Generated detailed weekly and monthly progress reports to track performance, flag potential delays, and keep stakeholders informed.
- Participated in regular meetings with clients and consultants to review project milestones, address challenges, and align expectations.
- Identified schedule trends, risks, and constraints; proposed recovery strategies to maintain project timelines and mitigate disruptions.
- Produced analytical progress tools such as S-curves, cash flow charts (cash-in/cash-out), and other performance metrics.
- Conducted frequent site visits and participated in coordination meetings to monitor on-ground activities and resolve site-level issues.
- Demonstrated strong time management and communication skills in responding to inquiries and preparing project documentation efficiently.

CERTIFICATIONS

- Construction Project Planning – Intermediate (Primavera P6).
- Primavera Online Basic Course (English) – Completed training in Primavera for project management.
- CSCS Trainee Card
- Building Design Certification, CADD Centre, Aurangabad.
- Software package (MS Office).
- Advanced Excel.

LANGUAGE

- ENGLISH
- HINDI
- URDU

EXPERIENCE

Intern

- May 2017 – Jun 2017

Ellora Construction Pvt. Ltd - Aurangabad, India

- Assisted with construction operations and aided in project planning at Haj House Aurangabad Construction Site.
- Conducted thorough site inspections to ensure adherence to safety and quality standards, utilizing Site Supervision expertise.
- Worked closely with project team members to address on-site challenges and advance project goals.

PROJECTS

Dockside Modernization Project: An MSc Construction Engineering Management Study

- Coordinated with multidisciplinary teams including architects, engineers, and contractors to ensure project milestones were met on time and within budget, demonstrating strong Collaborative Teamwork skills.
- Utilized advanced project management software, including AutoCAD and Autodesk Civil3D, to track progress, manage resources, and generate detailed reports.
- Managed day-to-day project activities and documentation using the Microsoft Office Suite for efficient communication and reporting.

Personal Information

- Name: Abrar Shaikh Sajid Shaikh
- Nationality: Indian
- Date of Birth: 09 Oct 1998
- Iqama Status: Transferable

I hereby declare that the information quoted above is correct and true to the best of my knowledge.

- ***Abrar Sajid Shaikh***