



## SENIOR DRAFTSMAN-ARCHITECTURAL

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**Transferable Iqama**  
**Immediate joining**

<p><b>CAREER SUMMARY</b></p>	<p>More than <b>17 years</b> a professional experience in AutoCAD drafting in Architectural and Civil fields, offering excellent and reach experience in planning, designing, elevation, structural design, plotting and 3D, expert in the practical field through commitment, perseverance and continuous improvement with full dedication.</p>
<p><b>SKILLS</b></p>	<ul style="list-style-type: none"> <li>• Computer Aided Design (CAD)</li> <li>• Exceptional Drafting Skills</li> <li>• Design Engineering</li> <li>• 2D Drawing</li> <li>• Revit Architecture</li> <li>• MS Office Proficient</li> <li>• Interpersonal Skills</li> <li>• Proficiency in Eng. Concepts.</li> <li>• Development and organization of CAD symbol libraries and projects</li> </ul>
<p><b>CARRER MILESTONES</b></p>     <p><b>M A E D A</b></p>	<p>❖ <b>Techno culture Building Centre Pvt. Ltd., Patna. Mar 2020—May 2025</b>  <b>Senior CAD Operator</b>  <b>Job Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Responsible for the preparation of Architectural &amp; Civil shop drawing and sending final print out of drawings to consultant approval.</li> <li>• Architectural shop drawings work various types of Building Residential Apartments, Hostels, Guest Houses, Clubs, Public Buildings, School, College, Hospital etc.</li> <li>• Responsible to create necessary shop drawings, Tiles &amp; Ceiling Layout Plan &amp; Section, Block work and general detail etc.</li> <li>• Preparation of Construction drawing for Architectural Project.</li> <li>• Preparing Shop drawings of plan, Section &amp; Elevation from Tender Drawings</li> <li>• Preparation working drawings for projects, especially Residences, Commercial buildings.</li> </ul> <p><b>Major Clients Handled:</b></p> <ul style="list-style-type: none"> <li>• Yamuna Bungalow - Patna.</li> <li>• Jayanti Bungalow - Bihar Sharif.</li> <li>• Simplex Bungalow - Sasaram.</li> <li>• Godavari Bungalow - Motihari.</li> <li>• Ganga Apartment - Kolkata.</li> <li>• Aditi Apartment - Muzaffarpur.</li> <li>• Ridhi Sidhi Apartment - Ranchi.</li> </ul> <p>❖ <b>Jash Technical Services LLC, KSA. Dec 2017—Feb 2020</b>  <b>Senior CAD Operator</b>  <b>Job Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Attending progress meeting with Site Engineer Operation to Perform type of drawing i.e. Architectural &amp; Civil.</li> <li>• Responsible for submission of all drawings &amp; reports to the client. Maintained tracking record for the progress and quality plus standard of the drawings as per client's requirement</li> <li>• Responsible of ensuring proper stranded such as: layers, colors, line thickness, line weights, text font &amp; size line style using standard block for the templates, proper drawing sizes, and maintaining records to achieve work load on schedule within the given time.</li> <li>• Responsible to create necessary shop drawings, Tiles &amp; Ceiling Layout Plan &amp; Section, Block work and general detail etc.</li> <li>• Responsible for as-built documentation of complete project, visiting to sites with the drawings and self-verification at site of Architectural &amp; Civil layout Drawings to incorporating changes to final as-built.</li> </ul> <p><b>Major Clients Handled:</b></p> <ul style="list-style-type: none"> <li>• Ministry of National Guard Health Affairs, King Saud Bin Abdul Aziz University for Health sciences, Al Ahsa, KSA.</li> </ul> <p>❖ <b>Maeda Corporation India Pvt. Ltd., New Delhi. Mar 2011—Nov 2016</b>  <b>CAD Operator</b>  <b>Job Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Preparation of Design, as built Drawings according to client requirement.</li> <li>• Preparing Architecture drawings for administrative building, Factory &amp; Warehouse, Service Building, Canteen Building, Stair Case, Guard House,</li> </ul>

**TOYO INK**



**NACHI**



**IndianOil**

Scrap Yard, Boiler, Sewage treatment plant, Effluent Treatment Plant, PU Storage Tank, HSD Tank, Rain Water Harvesting Pit, Power house & DG House, Water Treatment Plant, Pump House, Cooling Tower, Roads & Drain.

- Conducting technical meeting with Site Engineer & Project Engineer in related of drawing work.
- Providing all related Drawings & Data to Contractors and staff as required.
- Working at site and guide the contractors & staff related to drawings.
- Working directly & closely with the Management Team regarding the progress status.

**Major Clients Handled:**

- **Toyo Ink India Pvt. Ltd.**, It is a Japan based co. producing ink for publishing Magazines, Newspapers & Plastic wrappers, Greater Noida, UP and PU factory, Dahej, Gujarat.
- **Bellsonica Auto Components India Pvt. Ltd. (Vendor of Maruti Suzuki India Limited)**, It manufactures parts of Maruti Suzuki cars, IMT Manesar, Haryana.
- **Yokohama India Pvt. Ltd.**, It manufactures tyres for different automobiles, HSIIDC, Bahadurgarh, Haryana.
- **Nachi Kg Technology India Pvt. Ltd.**, is also a Japan based co. manufacturing bearings for different clients, Neemrana, Rajasthan.
- **Ahresty India Pvt. Ltd.**, It manufactures engine parts for different car companies, Bawal, Rewari, Haryana.
- **Y-Tech India Pvt. Ltd.**, It manufactures Engine Mount, Suspension Bushing, Dynamic Damper, Hose Tube and Engine & Engine, Neemrana, Rajasthan.
- **Unicharm India Pvt. Ltd.**, It manufactures of Diapers, Pampers Diapers, Huggies Diapers in Chennai, Tamil Nadu.

❖ **Aarccity Infrastructure Pvt. Ltd., Noida, Up. Jul 2008—Feb 2011**

**CAD Operator**

**Job Responsibilities:**

- Preparing Shop drawings of plan, Section & Elevation from Tender Drawings
- Preparation working drawings for projects, especially Residences, Commercial buildings
- Responsible to create necessary shop drawings, Tiles & Ceiling Layout Plan & Section, Block work and general detail etc.
- Responsible for as-built documentation of complete project, visiting to sites with the drawings and self-verification at site of Architectural & Civil layout Drawings to incorporating changes to final as-built.

❖ **Barauni Petrochemical & Oil Refinery, Barauni. Jul 2006—Apr 2008**

**Junior CAD Operator**

**Job Responsibilities:**

- Preparing Shop Drawings of Plan, Elevation & Section.
- Co-Ordination of Architectural Drawings with Civil Drawings.
- Submit all plans with quality and on time.

ACADEMIC QUALIFICATION

- **Bachelor Degree** from Magadh University, Bodh Gaya. Gaya.

TECHNICAL QUALIFICATION

- Completed one year course for **Draftsman** from 'CAD Vision Center' Jamshedpur, Jharkhand.
- Six months training for **AutoCAD** from 'CAD Vision Center' Jamshedpur, Jharkhand.
- **Revit Architecture** training from 'CADD Design skool' Ranchi, Jharkhand.

LANGUAGE KNOWN

- English, Hindi and Urdu.

PERSONAL DETAILS

- Date of Birth : 31st March 1977
- Sex : Male
- Marital Status : Married
- Nationality : Indian

PASSPORT DETAILS

- Passport No : R1105275
- Date of Issue : 19/07/2017
- Date of Exp. : 18/07/2027
- Place of Issue. : Patna, Bihar, India.

Declaration: I, the undersigned, certifies to the best of my knowledge that this bio-data correctly describes my qualification, my experience and myself. I have Communication Skills, Hard Working and Responsibility & Time Management as my asset. Thank you for your time and consideration.

Date: \_\_\_\_\_

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