



SHOAIB AHMED KHAN

Civil Site Engineer

📞 0592117495

✉️ shoaibahmed.1998k@gmail.com

📍 Riyadh, KSA

EDUCATION

Arunachal University of Studies - India

Civil Engineering · Bachelor of Technology
2019 - 2023

Narayana Junior College - India

MPC - (Maths, Physics, Chemistry) · Intermediate
2014 - 2016

Novel international school - K.S.A

High School

TECHNICAL SKILLS

- Engineering Software: AutoCAD | MS Project
- Construction Tools: Total Station | Digital Measuring Devices
- Office Tools: MS Word | Excel | PowerPoint
- Safety & Compliance: Risk Assessment Software | SDS Management | Incident Reporting
- Understanding of: Structural Design Principles | Construction Materials | Environmental Regulations

About Me

Qualified Civil Engineer with 2+ years of experience in site supervision, quality control, and HSE compliance. Adept at preparing civil drawings using AutoCAD, conducting inspections, managing project documentation, and ensuring adherence to local regulations. Certified in NEBOSH, Quantity Surveying, and Land Surveying, with hands-on knowledge of Total Station, MS Project, and risk assessment tools. Known for maintaining safety standards, accurate reporting, and effective coordination with teams on-site. Iqama transferable.

WORK EXPERIENCE

June 2023 – May 2025

Mateen and Associates

Site Engineer

- Conducted site assessments and surveys to gather data necessary for project planning and civil design implementation.
- Assisted in the preparation and interpretation of site layout plans, grading plans, and other civil engineering drawings using CAD tools.
- Oversaw construction site activities, ensuring compliance with project specifications, design standards, and safety protocols.
- Monitored construction progress, identified delays or issues, and worked with supervisors to implement timely corrective actions.
- Ensured adherence to local and national regulations, safety standards, and quality benchmarks throughout project execution.
- Conducted regular inspections and quality control checks at various stages of construction to verify structural and material compliance.
- Supported the review of contractor submittals, including verification of materials and construction methods used on-site.
- Maintained accurate and organized project documentation, including progress reports, incident logs, inspection reports, and safety compliance records.
- Worked collaboratively with project managers, engineers, contractors, and stakeholders to define project scope, resolve site issues, and track deadlines.
- Promoted a safe work environment by integrating occupational health and safety standards into all phases of construction and site management.

AREAS OF EXCELLENCE

- Civil Site Engineering & Supervision
- Site Inspections & Quality Control
- Health & Safety Compliance
- CAD Drafting & Civil Drawings Risk Assessment & Mitigation
- Technical Report Preparation
- Coordination with Contractors & Stakeholders
- Project Documentation & Recordkeeping
- Adherence to Local Codes & Regulations

CERTIFICATIONS & TRAINING

- Certified in AutoCAD from CaddGrafix, India | Jul 2017 - Sep 2017
- Diploma in Quantity Surveying from Professional Diploma, Indo-British Academy, India | Sep 2017 - Oct 2017
- Diploma in Civil Draftsmanship from Professional Diploma, Indo-British Academy, India | Nov 2017 - Feb 2018
- Diploma in Land Surveying from Professional Diploma, Indo-British Academy, India | Mar 2018 - Jun 2018
- Diploma in Quantity Surveying from Indo-British Academy, India | Jul 2018 - Sep 2018
- Certificate in digital marketing from Digital Nest, India | Sep 2019 - Nov 2019
- Certificate in Occupational Health and Safety from NEBOSH International General, United Kingdom | Jun 2025