

# **AutoCAD Civil 3d Draftsman Specialist.**

## **MUHAMMAD ASIM MUSHTAQ**

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Mobile No.	0537404264	City.	Houf Saudi Arabia

### **OBJECTIVE**

Detail-oriented AutoCAD Civil 3D Drafter with expertise in creating shop drawings, sketches, and preparing surveyor data. Seeking a challenging position where I can utilize my skills to contribute to accurate and efficient project development.

### **SKILLS**

- Proficient in AutoCAD Civil 3D for civil engineering design, drafting, and modeling.
- Skilled in preparing and utilizing surveyor data to inform design and drafting processes.
- Utilized AutoCAD Civil 3D to create detailed models, drawings, and sketches for construction projects.
- Prepared shop drawings based on engineering designs, specifications, and client requirements.
- Extensive experience in survey data collection, processing, and analysis Knowledgeable in earthwork calculation and site grading.
- Strong understanding of surveying principles and techniques Ability to create accurate topographic maps, boundary surveys, and construction staking plans.

### **EDUCATION**

- HSC: AJK Mirpur Board
- FSC: AJK Mirpur Board
- DAE IN CIVIL: Panjab Board of Technical Lahore
- AutoCAD Civil 3d. Technical skills institute Rawalpindi.
- Geographic Survey: KPK Board.

### **PROFESSIONAL EXPERIENCE**



#### **Organization: Asir Municipality Abha Saudi Arabia**

Sep 2014 – TO June 2018.

Position: General Surveyor & AutoCAD Civil 3d Specialist

### **RESPONSIBILITIES:**

- Conducted field surveys using Total Station, GPS, and other modern surveying tools.
- Created detailed topographic maps and base plans using AutoCAD Civil 3D.
- Designed road alignment, grading, and profiles as per municipal standards.
- Prepared as-built drawings and coordinated with contractors on site.
- Managed survey data, surface modeling, and volume calculations.
- Supported engineering team in planning and infrastructure development.
- Ensured compliance with Saudi municipality codes and GIS standards.

#### **Organization: Mofarreh Al Harbi & Partner, NEOM LINE PROJECT,**

26-JULY 2022 TO 25 JULY 2024.

Position: AutoCAD Civil 3d Specialist

## **RESPONSIBILITIES:**

- Utilized AutoCAD Civil 3D to generate detailed engineering drawings, including site plans, profiles, cross-sections, and grading plans.
- Implemented Quality Control (QC) procedures to verify the accuracy and integrity of CAD data and surveyor measurements.
- Conducted regular audits and reviews of CAD drawings to ensure compliance with project specifications and industry standards.
- Collaborated with surveyors and engineers to integrate survey data into CAD designs and resolve discrepancies as needed.
- Managed surveyor data and performed quality checks to validate survey measurements and boundary information.
- Prepared existing ground and proposed surfaces using Civil 3D for earthwork analysis.
- Calculated **cut and fill quantities** for site development, road works, and excavation.
- Generated topographic maps and contour plans using AutoCAD Civil 3D based on survey data collected in the field.
- Assisted in the preparation of survey reports and documentation for regulatory compliance and project approvals.
- Provided technical support to field survey teams and resolved any CAD-related issues encountered during data collection.
- Produced shop drawings for civil engineering projects using AutoCAD Civil 3D, including plans, sections, elevations, and details.
- Collaborated with engineers, architects, and other stakeholders to ensure shop drawings accurately represent design intent and meet project standards.

## **Organization: AL-ENJAZCO TRADING AND CONTRACTING Co.**

28-JULY 2025 TO TILL THE DATE.

Position: AutoCAD Civil 3d Specialist.

### **project Scope:**

- Sewer and storm drainage networks
- Potable water supply pipelines
- Irrigation systems for landscaping
- Site development for buildings and public utilities

## **Responsibilities:**

- Prepared **shop drawings and detailed plans** for infrastructure works using AutoCAD Civil 3D.
- Developed **as-built drawings** based on red-line drawings, field changes, and survey data.
- Imported **survey data (Total Station / GPS)** and generated existing ground surfaces.
- Created **alignment, profile, and section drawings** for roads and utilities.
- Calculated **cut and fill quantities** for grading and excavation works.
- Coordinated with design engineers and site surveyors to ensure drawing accuracy.
- Maintained drawing logs and submitted final documents for consultant/client