

# MECHANICAL & ARCHITECTURE DRAFTSMAN

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## PERSONAL DETAILS

# MUHAMMAD ABU BAKAR

**Father name:** Javed Iqbal Sajid

**Date of Birth / Age:** 05-08-1998

**Nationality:** Pakistani

**Marital status:** Married

**Religion:** Islam

**Iqama no:** 2543037093

## SKILLS

- Having the ability to operate Windows 98, Windows Xp, and Windows 2000 Window7.
- Can be used at Microsoft Office.
- Able to use Internet, Outlook Express (E-mail) & Messengers.
- Instant messaging skills

## Assets

### Personal Statement:

Challenging job and teamwork are my motivation factors. Believe honesty is the best policy.

## PROFESSIONAL SUMMARY

Willing to do work in highly competitive environment and have high dedication for challenging jobs, highly motivated to build bright career through personal, Efforts and struggle in esteemed organization.

## WORK HISTORY

### **Mechanical & Arch Draftsman, 03/2023 to current Abdullah Alsaeed CONSTRUCTION Co. - Riyadh**

- March 2023 till now working Abdullah Alsaeed Constructions (Riyadh) as Mech and Arch Draftsman&Quantity. I also worked with MEP Coordination team.
- **Side EXPERIENCE**
- 6 Month Jubail commercial port. (All shop Drawing)
- 3 Month Dr. Sulaiman Al Fakeeh Hospital Madinah. (As Built Drawing)
- 6 Month Unaiza 200 beds Hospital. (As Built Drawing)

### **Mech & Arch. Draftsman (Cad)&3Ds Max, 01/2022 to 01/2023**

#### **DECENT ARRCTACAL - SIALKOT**

- One years' Experience as a Owner Civil engineer & Cad Operator. Worked on different projects Road, Buildings & Plaza construction sector.

### **Civil Engineer / Site Supervisor, 01/2020 to 01/2021**

#### **Ze Land developers Ltd.**

- One Years Experience in Ze land Developers as a Working with project management team as Civil Engineer and control All Layout.

### **Civil Engineer / Site Supervisor, 01/2018 to 01/2019**

#### **Frontier Works Organization (FWO)**

- Working Construction and Supervision of road and building construction and as built survey and solve all technical problems of the project of civil work.

- **Soft skills:**

- Leadership
- Communication
- Problem-solving
- Teamwork
- Adaptability
- Time management
- Creativity
- Attention to detail

- **Hard skills:**

- Data analysis
- Project management
- Software expertise
- (e.g. Microsoft Office)
- Technical writing
- Presentation skills

- **Personal traits:**

- Critical thinking
- Decision-making
- Strategic planning
- Customer service

## EDUCATION

**Bachelor's degree DAE: CIVIL ENGINEER, 01/2018**  
**Board of Technical Education - LAHORE**  
(3YEAR) (A)

**Diploma: AutoCAD, 01/2019**  
**Khurram Architecture - DASKA**  
(6 Month) (A)

**Diploma: 3Ds Max, 01/2020**  
**Allama Iqbal technical education center - Sialkot**  
(1 year) (A)

## SUMMARY OF PROJECTS EXPERIENCE

AL DARB HOSPITAL 200 BEDS & HOUSING DWG.  
Rijal Al-Maa Hospital 200 Beds and Housing DWG.  
Dhahran al Jainub Hospital 200 Beds DWG.  
UNAIZA 200 BEDS HOSPITAL DWG.  
JUBAIL COMMERCIAL PORT DWG.  
Dr. Sulaiman Al Fakeeh Hospital Madinah MEP DWG.

## RESPONSIBILITIES

- TO PREPARE MECHANICAL & ARCHITECTURAL DRAWINGS, LAYOUT PLAN, SECTIONS, ELEVATIONS AND DETAIL DRAWING.
- PREPARATION OF SHOP DRAWINGS, CUTTING LIST & AS BUILT DRAWINGS. TO PREPARE OFFICIAL DOCUMENTATION OF SITE DRAWING ETC.

## REFERENCE

Will be provided on demand.

## NOTE

Matric & DAE(Civil) certificates verified by the (Saudi Council, Oman embassy, IBCC & Ministry of Foreign Affairs).