


CURRICULUM VITAE

Mirza Amer Baig

Project Engineer

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Riyadh- KSA.

Iqama Status - Transferable.

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Academic Achievements

Bachelor Degree

Civil Engineering, JNTU

University Hyd.

Membership

Saudi engineering

council no: 238610

Certifications

Auto CAD,

Technical Skills

Site Execution.

Project Planning.

Estimation.

Inspection and Approvals.

Proficient in Using

MS- Office, Auto-Cad

Microsoft Excel Sheet.

Aconex.

Summary

Working as a **Civil Engineer** in Construction Field with more than 12 years' Experience. Ability to undertake assignments with complexity involving a range of standard problem-solving techniques and computational methods, Ability to handle an area of responsibility related to the engineering, operation, or maintenance of system. I take this opportunity to introduce myself as a qualified trained professional. I can use my knowledge and skills and contribute to the growth of the organization.

Professional Experience History: 12 years' Experience.

FAST Riyadh metro Jan 2017 to june 2025

Projects: metro project package 3 line 4, 5 and 6.

Underground stations 5C4, 5A6, cut and cover and depot

Role: PROJECT ENGINEER.

- Managing the key points from start to finish in line with project specification and preparing work breakdown structure with subcontractor.
- troubleshoot and resolve problems relating to quality control aspects like concrete delays, material specification.
- research, study, compile and prepare material approval requests used on the construction site, ensuring the preparation and method of statement and its implementation.
- Preparing a material of list and equipment's to take approval to get onto the site for operations.
- Co-ordinating with the Sub-contractors for easy workflow.
- ensuring the implementation of quality assurance-controlled document implementation and proper documentation.
- Following and leading the entire team to the Safety rules and regulations.
- participating in internal and external audits along with management and with consultants.
- coordinating with consultants for documentation MAR approval, ITP, checklist, IRF, shop drawing approvals.
- handling the project at the time of DLP and clearing all snag list comments given by consultant.
- conducting daily site inspection along with site team and supporting work completion.
- preparing daily/weekly/monthly manpower and progress reports and submitting to the management.
- preparation proformas of the subcontractor monthly basis.
- handling all architectural works like types of false ceiling, wall finishes, types of flooring fire strategy sealant.
- Execution of sliding door louvers, curtain wall, and wall cladding, rolling doors metallic fence.

Functional Strength

- Good knowledge in Site Structural Works.
- Well, acquainted with civil jobs and responsibility
- Structural analysis and design.
- Team building and leadership.

Personal Details

Nationality: Indian

Date of Birth: 29-12-1990.

Marital Status: Married

Languages: English, Arabic, Urdu and Hindi.

Driving License: Valid.

Passport no:X4502165

Advanced Energy company. Jan 2015 to Dec 2016

Projects: Construction of 132/13.8 kv substation.

Role: SITE ENGINEER.

- Follow up daily sequence routine of office projects reports and site execution process of the projects.
- preparation of daily & weekly progress reports of civil activities and submitting to concerned department.
- worked fully in accordance with the project quality standards as specified in the contract.
- proper work planning on location activities and communicating with higher and lower levels.
- participate with internal and external audits.
- execution of 500mm thick rafts, columns, slabs, staircases,
- execution of architectural works like ceiling wall finishes, epoxy flooring, raised floors, metal doors fire sealant.
- giving site material requirements solves site problems and coordinate with other disciplines.
- follow up and schedule meetings with subcontractors.
- complete estimation of building.
- getting structural drawings approved by consultant.
- Executing the earthwork excavation
- Executing sub structural works like strip beam, tie beam and footings like isolated footing, combined footing, raft footing.
- Application of Bitumen waterproof membrane to sub-structures as per standards.
- Execution of foundation for transformers, capacitor bank, RMU and auxiliary transformer.
- Execution for duct banks, main holes for MV cables,
- Execution for boundary wall cast in situ and precast panels.
- Execution of PACU units foundation.
- Execution of backfilling compaction and making ready for FDT.
- Execution of foundation for lighting pole and lighting mast.

MI Engineering Services, June-2013 to Dec 2014.

Project: Private Houses, Residential and Commercial Buildings.

Role: SITE ENGINEER.

1. Executing the construction sites as per drawings and construction methodology.
2. Recording daily the workers' work rate and labor rate.
3. Reporting the work executed daily sheet and post work programming.
4. Prepare the daily production sheet for team as extracted for two weeks ahead of the work executions.
5. worked fully in accordance with the project quality standards as specified in the contract.
6. Making a list of materials used daily and weekly for the work executed.
7. Making a proper material used statement and making BOQ as per client requirement.
8. Handling the project is completed from land excavation to building finish