



# MOHAMMED JAVEED AHMED

**Date of birth:** 02/11/2001 | **Nationality:** Indian | **Gender:** Male | **Phone number:** (+91) 9052898493 (Mobile) | **Email address:** [ahmedjaveedmohd@gmail.com](mailto:ahmedjaveedmohd@gmail.com) | **Address:** 9-11-28/A GOLCONDA, HYDERABAD , 500008, HYDERABAD , India (Home)

## ● ABOUT ME

An outgoing, ambitious, and confident individual whose passion for supervision and commitment to improving the site within areas of direct responsibility is equally matched by his experience in site supervision. For the last 5 years I have been working as a site supervisor liaising closely with the project manager, architects and clients. In this role I have gained an in-depth understanding of how to work as part of a team and be adaptable and flexible to the requirements of a site operation. One of my main duties include providing feedback and maintaining excellent communication within the various site teams. This work has not only equipped me to keep a cool head under the pressure of meeting deadlines but also to effectively manage time and territory in order to maximize opportunities and minimize the costs of operations. Right now I am looking for an excellent career development opportunity with a company which displays a culture that appreciates and rewards excellence.

## ● WORK EXPERIENCE

01/01/2019 – CURRENT HYDERABAD, India

**AUTOCAD DRAFTSMAN / SITE SUPERVISOR** AHA FEETS AND METERS PVT LTD .

**Technical Drawing Creation:** Develop precise 2D models based on design specifications provided by engineers or architects.

- Architectural concepts layout
- Interior concept layouts
- Working drawings
- Apartment & commercial buildings
- Elevation & section details
- As per Client requirement space planning

**Collaboration:** Work closely with engineers, architects, and other professionals to ensure designs meet project requirements and standards.

**Design Modification:** Update and revise drawings as needed to reflect changes in project scope or specifications.

**Documentation:** Prepare and maintain technical documents, including material lists and cost estimates.

**Quality Assurance:** Ensure all drawings adhere to industry standards and regulations, maintaining accuracy and consistency.

**Software Proficiency:** Utilize CAD software, such as AutoCAD and SolidWorks, to produce technical drawings efficiently.

01/07/2018 – 01/01/2019 HYDERABAD , India

**CONSTRUCTION MATERIALS STORE MANAGER** AHA FEETS AND METERS PVT LTD .

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**Staff Management:** Recruit, train, and supervise employees to ensure efficient store operations.

**Inventory Control:** Monitor stock levels, reorder materials as needed, and maintain accurate inventory

**Customer Service:** Address customer inquiries, resolve complaints, and ensure a high level of satisfaction.

**Sales Management:** Develop and implement sales strategies to achieve revenue goals.

**Financial Oversight:** Prepare budgets, analyze financial reports, and manage expenses to maintain profitability.

**Safety Compliance:** Ensure the store adheres to health and safety regulations.

**Vendor Relations:** Negotiate with suppliers to secure favorable terms and maintain product quality.

## ● **EDUCATION AND TRAINING**

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01/01/2018 – 01/06/2018 HYDERABAD , India

**AUTOCAD DRAFTSMAN** AHA FEETS AND METERS PVT LTD

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01/06/2021 – CURRENT VISAKHAPATNAM , India

**BACHELOR OF COMMERCE [ GENERAL ]** ANDHRA UNIVERSITY

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01/06/2019 – 01/07/2021 HYDERABAD , India

**INTERMEDIATE** GOVT JUNIOUR COLLEGE FOR BOYS ,NAMPALLY HYD

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05/05/2010 – 01/07/2017 HYDERABAD , India

**SCHOOLING** SRI TRIVENI HIGH SCHOOL

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## ● **DIGITAL SKILLS**

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Microsoft Office package: Microsoft Word, Excel, PowerPoint, Access | Google Maps, GPS Tracking  
Autodesk AutoCAD (2006/2017) | AutoCad used to draft 2D engineering drawings with FAI dimensions

## ● **COMMUNICATION AND INTERPERSONAL SKILLS**

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• Conflict Resolution and Problem-Solving

• Empathy and Understanding

• Persuasion and Negotiation Skills

• Constructive Feedback and Recognition

• Networking

• Problem Solving and Decision Making

• Expressing Ideas and Innovations

• Effective Collaboration