



# ANVER P.K

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## Profile

"Highly skilled **Architectural / Civil Draftsman** with over **15** years of experience in creating detailed technical drawings and plans for residential and commercial buildings. Proven ability to transform complex architectural concepts into precise and clear blueprints, utilizing advanced CAD software. Passionate about sustainable design and committed to delivering innovative solutions that meet clients' needs and adhere to regulatory standards. Seeking to leverage my expertise in drafting and design to contribute to a forward-thinking architectural firm."

## Experience

### Architectural / Civil Draftsman

#### AlMoayed Contracting Group, Bahrain (May 2021- to present)

##### Projects:

1. CEIS Girls School, Galali, Bahrain
2. 546 Villas, East Sitra, Bahrain
3. International School of Creative Science (ISCS) Riffa, Bahrain
4. NITJ – Improvement of North Isa town junction (Road Works- Salmabad, Bahrain)

##### Duties & Responsibilities:

- Prepare detailed architectural / Civil drawings for residential and commercial construction projects
- Coordinate & communicate effectively with the project manager and other project participants to provide assistance & technical support
- Coordinating well with subcontractors, suppliers, and consultancy on the drawings
- Coordinating and managing engineering projects from planning to execution
- Provide advice and suggestions to resolve problems
- Site analysis and coordinating laborers on the site
- Assisting in solving design-related issues during the construction phase
- Supervise the project for any possible issues and mistakes
- Review project details and carry out briefs to estimators, vendors, etc
- Work with the project team to ensure work is on schedule

### Architectural / Civil Draftsman

#### Arif Sadiq Design Consultants, Bahrain (March 2019- April 2021)

##### Projects:

1. Liwan Mixed Use Development, Hamla, Bahrain

##### Duties & Responsibilities:

- Coordinating with multiple contractors, QA team and supervisors for the successful implementation of the project
- Preparation of submission Architectural / Civil drawings complying with various authorities guidelines.
- Developed and maintained strong relationships with engineering team members ensuring effective collaboration
- Assisting in the development and implementation of engineering processes procedures and standards
- Site analysis and supervise the project for any possible issues and mistakes
- Inspect the construction work with the drawings and specifications
- Overseeing the timely project drawings approval process

### Architectural / Civil Draftsman

#### G.P.Zachariades Overseas Ltd, Bahrain (March 2015- March 2019)

##### Projects:

1. King Hamad Oncology Center Hospital, Muharraaq, Bahrain
2. Bahrain International Airport Project, Bahrain
3. King Faisal Causeway Towers, Bahrain
4. Sakhir Palace and Conference Center, Bahrain
5. 104 villas, Zallaq, Bahrain

## Education

### Diploma in Civil Draftsman (NCVT)

Al Noor Technical College, ITI, India

### Higher Secondary Education

Wisdom College, Pavaratty, India

## Skills

- Revit Modelling
- Architectural & Structural Drafting
- Design & Subcontractor Coordination
- Shop Drawings Preparation
- QA/QC & Planning Support
- Technical Documentation & Reporting
- Leadership & Project Management Skills
- Communication Skills
- Adaptable to New Technologies
- Site Execution Support
- Façade System Drafting
- Drawing Review & Commenting
- Consultant & Client Coordination

## Certifications

- Post Graduate Diploma in Computer Application (PGDCA)
- Autocad
- Revit
- Microstation
- MEP
- Microsoft Office (Word, Excel, PowerPoint, Access, Outlook)

## System Experience

- Technal
- Balexo
- Raeynaers
- Brital
- Gulf Extrusion

## Personal Information

Date of Birth : 31-05-1987

Gender : Male

Nationality : India

Marital Status : Married

Driving License : Bahrain , India

## Languages

- English
- Malayalam
- Hindi
- Tamil

### Duties & Responsibilities:

- Prepare detailed architectural drawings for residential and large-scale buildings.
- Coordinate & communicate effectively with the project manager and other project participants to provide assistance & technical support
- Preparation of submission drawings complying with various authorities' guidelines
- Explain drawings to production or construction teams and provide adjustments as necessary
- Analyze building specifications, codes, and space to create architectural design.
- Site analysis and coordinating laborers on the site
- Review project details and carry out briefs to estimators, vendors, etc
- Work with the project team to ensure work is on schedule

### Architectural / Facade Draftsman

#### Skyline Contracting, Bahrain (March 2013 - February 2015)

##### Projects:

1. 11 Story 4 Star Hotel, See, Bahrain
2. Mina 7 Amway, Bahrain
3. 4 Story Commercial & Residential Flats, Gudaibiya, Bahrain
4. British school, Hamla, Bahrain

##### Duties & Responsibilities:

- Prepare detailed architectural/Façade drawings for residential and commercial construction
- Create Technical drawings based on building specifications, calculations, and sketches
- Visit construction sites to collect measurements and dimensions as needed
- Use CAD equipment and a conventional drafting station to prepare drawings, charts, and records
- Review project details and carry out briefs to estimators, vendors, etc
- Drafting and preparation of conceptual, permit, and construction documents for the Landscape Architecture Team including plans, details, and exhibits
- Complete appropriate project sheets and design elements such as site and horizontal control plans; paving and grading plans; notes; etc.

### Aluminium Facade Draftsman

#### Folda Qatar WLL Constructions, Qatar (April 2012 - March 2013)

##### Projects:

1. AlKhor Park & Museum, Alkhor, Qatar
2. Intercontinental Hotel, Pearl Qatar
3. Lotus Tower (B2+B1+G+25)), Doha, Qatar

##### Duties & Responsibilities:

- Prepare curtain wall, cladding, skylight, and aluminum system shop drawings.
- Verify dimensions through site measurements.
- Coordinate façade system structural calculations.
- Ensure structural checks are completed for all critical components

### Aluminium Facade Draftsman

#### Zabian Aluminium, Sharjah, UAE (October 2010 - February 2012)

##### Projects:

1. Delta Red Residence, Sports City, Dubai
2. Al Mafraq Dialysis Center, Abudhabi
3. Al Shafar Tower, Jabal Ali Free Zone, UAE

##### Duties & Responsibilities:

- Preparation of aluminum Shop Drawings (Elevation, plan, section, and details)
- Develop comprehensive service drawings using AutoCAD for aluminum, glazing, skylights, curtain walls, and façade systems.
- Draft drawings for all types of aluminum doors and windows with both thermal and non-thermal break systems.
- Prepare detailed drawings for cladding works according to the Bill of Quantities (BOQ).
- Ensure structural checks are completed for all critical components including glass, aluminum profiles, brackets, accessories, and support systems.
- Work with familiar systems such as Balexco, Gulf Extrusion, Brital, and Technal while preparing façade and aluminum system drawings.
- Conduct site visits to obtain accurate measurements and verify dimensions needed for drawing preparation.
- Perform quantity surveys based on architectural and IFC drawings.