



MUHAMMAD SHAFI

(Civil / Project / Site Engineer | QC Engineer)

- Saudi Engineering Council (SCE: Civil/1219338)
- Pakistan Engineering Council (PEC: Civil/50299)
- **Transferable Iqama**
- Valid Driving License

Email: enr.muhammadshafi1@gmail.com

Contact: **+966 55 691 8748**

Address: Riyadh, KSA

PROFESSIONAL SUMMARY

Highly motivated and detail-oriented **Project Engineer / Civil Site Engineer** with **7+ years of GCC experience** in the execution of residential, commercial, and infrastructure projects. Strong technical expertise in **structural works, RCC, finishing works, drawings interpretation, shop drawings review, method statements, material approvals, quantity take-offs, and inspections** in compliance with **authority requirements and international standards**. Proven ability to supervise site activities, coordinate subcontractors, implement QA/QC and HSE procedures, and resolve technical issues to ensure **quality-driven and timely project delivery**.

SKILLS

- | | |
|---|---|
| <ul style="list-style-type: none">• Structural Works & RCC Construction• Civil Finishing & Architectural Works• Construction Drawings Interpretation• Shop Drawings & Method Statements Review• Material Submittals & Approvals• Quantity Take-Offs & BOQ Verification• Site Inspections & Technical Compliance• Site Execution & Construction Management• Subcontractor & Manpower Supervision• Coordination with Consultants & Clients | <ul style="list-style-type: none">• Construction Scheduling & Control• Technical Issue Resolution & Risk Mitigation• QA/QC Procedures & Inspection Checklists• HSE Implementation & Site Safety Compliance• Method Statements & Risk Assessments• NCR Management & Corrective Action• Daily, Weekly & Monthly Progress Reports• RFI Preparation & Technical Submissions• As-Built Drawings Coordination• Snag List Management & Project Handover |
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WORK HISTORY

Project Engineer

Premier Choice International, Dubai, UAE.

Duration: September 2023 – November 2025

Projects: Residential and Commercial Buildings

- Conducted comprehensive inspections of all site activities to ensure compliance with approved designs, specifications and standards, maintaining strict quality control and safety measures.
- Supervised structural, civil, and finishing works, including earthworks, concrete, waterproofing, rebar installation, utilities, and landscaping, ensuring adherence to approved plans and method statements.
- Verified equipment calibration, monitored materials, and ensured only approved and compliant resources were used on-site.
- Implemented and monitored QA/QC procedures, inspection and test plans (ITPs), and conducted joint quality walkthroughs with contractors to ensure high standards of workmanship.
- Prepared, reviewed, and submitted detailed daily logs, site reports, and monthly inspection reports to maintain transparency and inform project decision-making.

- Coordinated with multidisciplinary teams (MEP, safety, water, and civil trades) to prevent construction conflicts and ensure smooth project execution.
- Provided technical guidance and advice to clients, contractors, and site teams to resolve engineering issues and optimize project delivery.
- Maintained strong client relationships, ensuring satisfaction and alignment with project quality, schedule, and safety objectives.

Civil Engineer

Crown Oasis Consultant, Abu Dhabi-UAE

Duration: May 2021 – August 2023

Projects: Residential Buildings, Villas, and Educational Institutions

- Supervised and inspected all civil and structural works on-site to ensure strict compliance with approved designs, shop drawings, specifications, and standards.
- Monitored earthworks, foundations, columns, slabs, walls, flooring, waterproofing, and finishing works to ensure quality and adherence to project schedules.
- Conducted inspections of plumbing, drainage, and external works (paving, landscaping, and boundary walls) in coordination with MEP teams.
- Verified materials, equipment calibration, and workmanship to ensure only approved resources were used in accordance with contract requirements.
- Implemented and monitored QA/QC procedures, carried out site tests, and prepared inspection reports to document compliance and progress.
- Reviewed and approved method statements, shop drawings, and material submittals for civil and structural works prior to execution.
- Maintained daily site records, logs, and progress reports to support project decision-making and client updates.
- Coordinated with contractors, subcontractors, and client representatives to resolve technical issues and ensure timely, high-quality delivery of villa units.
- Ensured compliance with safety and HSE standards on-site, maintaining a safe working environment throughout the project.

Civil Site Engineer

Simplify General Contracting LLC, Abu Dhabi- UAE

Duration: November 2019 – April 2021

Projects: Villas and Residential Buildings

- Reviewed and verified construction drawings and quantity take-offs to ensure cost calculations were accurate and aligned with approved project specifications.
- Evaluated project feasibility by estimating quantities and associated costs of labor, equipment, and materials.
- Prepared and reviewed interim payment certificates for the main contractor, validating completed work valuations and ensuring accuracy in billing.
- Monitored and responded to consultants' RFIs and transmittals regarding variations in contract scope, ensuring compliance with contractual clauses and timely submission of variation notifications.
- Coordinated with multidisciplinary teams, including Water, MEP, Networking, and Safety divisions, to prevent design and construction conflicts, ensuring seamless execution.
- Supervised all construction activities to ensure compliance with approved drawings, specifications, quality standards, and safety protocols; reported non-conformances to the Project Resident Engineer.
- Prepared, reviewed, and submitted all documentation related to variations, claims, and extensions of time (EOTs) for consultant review and approval.
- Provided expert advice on contractual claims and cost-related matters; managed subcontract negotiations, letting, and certification of interim valuations.

- Performed material take-offs for procurement, verified work quantities, and prepared final accounts and payment statements for multiple work packages.
- Ensured material quality and compliance by reviewing submittals and securing consultant approvals for all construction materials.

Assistant Civil Engineer

Arch Vista Associates, Peshawar & Islamabad-Pakistan

Duration: September 2018 – August 2019

Projects: Residential Buildings and Commercial Buildings

- Prepared detailed drawings, elevations, sections, and layouts using AutoCAD for residential and commercial projects.
- Supervised site activities including foundations, structural works, finishing, and minor MEP coordination.
- Conducted site inspections, attended tests, and monitored construction progress on a daily basis.
- Established reference points, grades, and elevations to facilitate accurate execution of works.
- Reviewed engineering computations and provided technical guidance to site foremen and technicians.
- Ensured quality, safety, and client satisfaction through proper material use, HSE compliance, and strong coordination.

EDUCATION

- **Bachelor in Civil Engineering**
City University of Science and Information Technology. Peshawar, Pakistan || **2014 – 2018**
- **FSC Pre-Engineering**
Government College Peshawar || **2011-2012**
- **SSC Science**
Peshawar Public School & College || **2011**

CERTIFICATION

- Bachelor of Civil Engineering
- QA/QC Procedures & Inspection Training (Civil Works)
- Primavera P6 -Basic Knowledge (Training)
- English Proficiency
- AutoCAD Professional Training
- Survey Camp (Practical Civil Engineering Training)

COMPUTER SKILL

- **AutoCAD:** Preparation and review of construction and as-built drawings.
- **MS Office (Word, Excel, PowerPoint):** Technical reports, inspection records and data analysis.
- **Primavera P6 (Basic):** Schedule review, progress tracking, and activity monitoring.
- **PlanSwift:** Quantity take-off, material estimation, and cost analysis.
- **ERP System (Oracle NetSuite):** Experienced in **Vendor & Item Creation, PR/PO processing, and P2P workflows**, with expertise in **material tracking and inspection documentation** for civil construction projects.

PERSONAL DATA

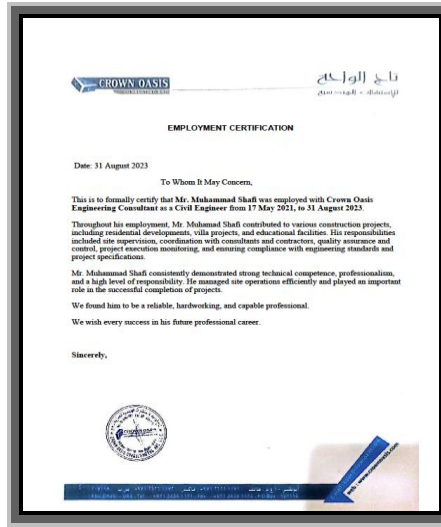
- **Nationality:** Pakistan
- **Iqama Status:** Transferable
- **Current Location:** Riyadh, Saudi Arabia
- **Driving License:** Valid
- **Date of Birth:** 10-April-1995

LANGUAGES

- English || Urdu || Pashto || Arabic (Basic)
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PCI_Experience_Certificate



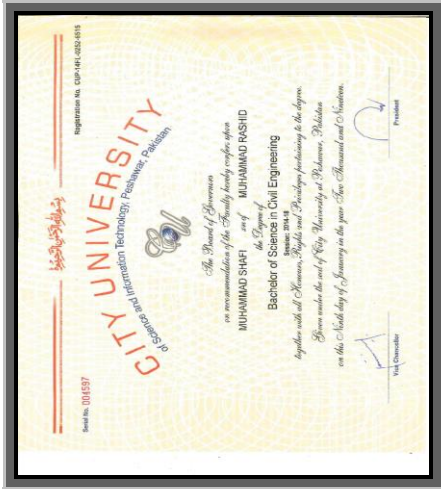
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SGC_Experience_Certificate



SCE_Certificate



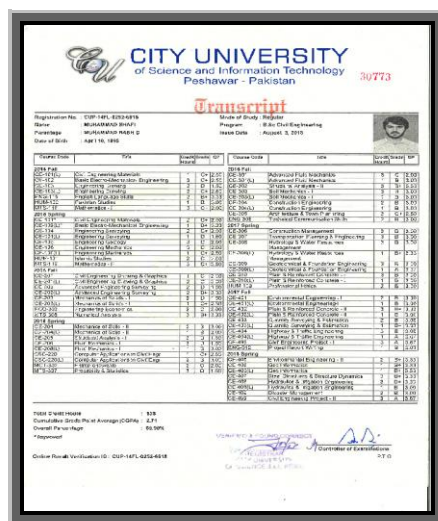
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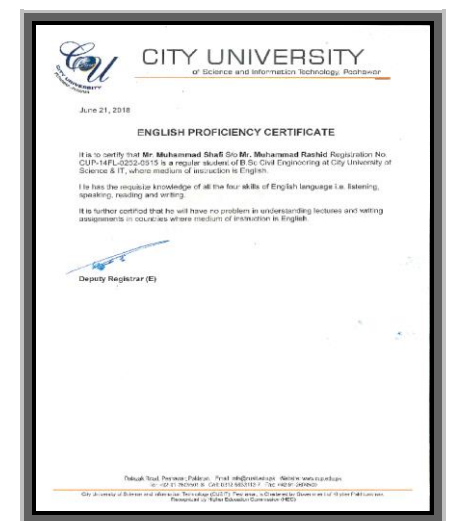
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PEC_Engineering_Registration



Transcript



English_Proficiency_Certificate

Engr. Muhammad Shafi
Registered Engineer

PEC No: CIVIL/50299
CNIC: 17301-9267896-7

Valid Thru: 31-Dec-2025



IM639

pec.org.pk



Pakistan
Engineering
Council

e_Card_PEC



Survey_Camp_Certificate



Generative_AI_Training_Certificate



Primavera_P6Certificate



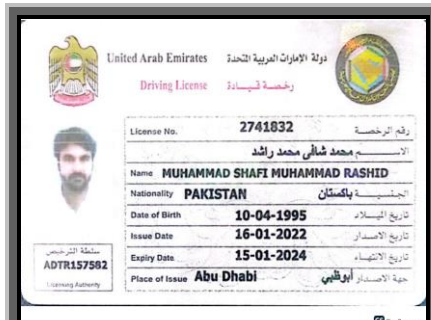
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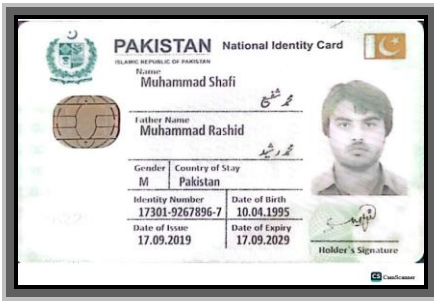
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UAE_Driving_License_Front



UAE_Driving_License_Back



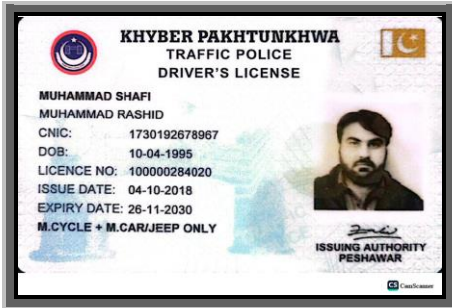
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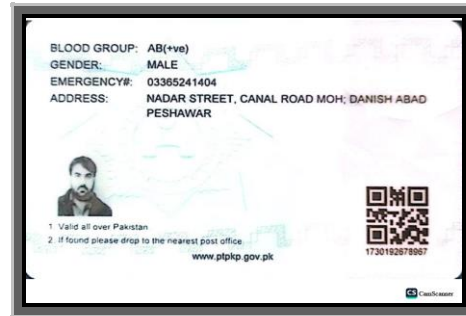
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SCE_Card



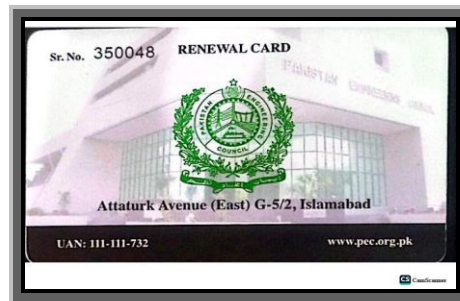
Pakistani_Driving_License_Front



Pakistani_Driving_License_Back



PEC_Card_Front



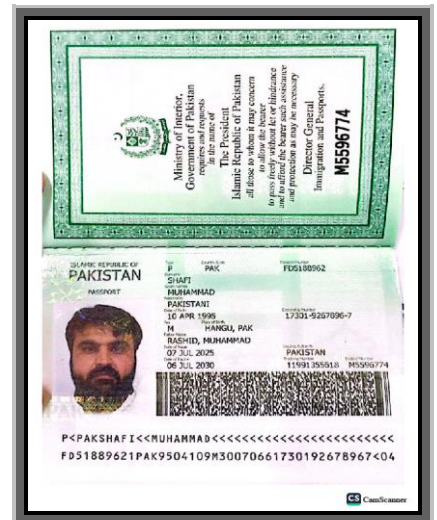
PEC_Card_Back



COC_Joining



Mosadaqa_Verification



M_Shafi_Passport