

# Mahammed Sawad

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## Profile Summary:

A highly motivated and results driven professional with strong technical proficiency in Microsoft Excel, Microsoft Word, AutoCAD, and Primavera. I am committed to contributing effectively to organizational goals by applying my technical expertise and problem-solving abilities. With a strong capacity to quickly adapt to new environments and technologies, I bring excellent teamwork, communication, and time management skills that ensure consistent and dependable performance. I am dedicated to continuous learning and improvement, and confident in my ability to manage diverse responsibilities and challenges efficiently.

## Academic Details:

- Bachelor of Engineering (CIVIL)  
Visvesvaraya Technological University Belgaum
- Diploma in civil engineering  
Department Of Technical Education Bengaluru

## Experience Details:

Company : Rajkamal construction  
Position : Civil Engineer  
Project : Commercial Building  
Duration : December 2023- December 2025

## Duties & Responsibilities:

- Planned, designed, and supervised civil engineering projects including building structures, foundations, and infrastructure works.
- Reviewed and interpreted IFC drawings, project specifications, and engineering standards to ensure accurate execution.
- Prepared and submitted RFIs, method statements, and technical documents for client approval.
- Conducted site inspections to monitor quality, progress, and compliance with project specifications.
- Supervised execution of civil works including excavation, backfilling, compaction, concreting, masonry, plastering, and finishing works.
- Inspected formwork, reinforcement, embedded items, and equipment foundations prior to concrete placement.
- Monitored concrete batching, pouring, compaction, curing, and conducted field testing (slump test, air content, and temperature checks).
- Verified construction materials to ensure compliance with project specifications and QA/QC standards.
- Prepared and maintained site documentation including NCRs, SSRs, test reports, and quality records.
- Coordinated with contractors, subcontractors, consultants, and vendors to ensure smooth project execution.
- Ensured on-site safety compliance and adherence to HSE regulations.
- Assisted in preparation of Inspection Test Plans (ITPs), risk assessments, and job safety analyses.
- Conducted surveys, layout verification, and level checks in coordination with surveyors.
- Tracked project schedule, resource allocation, and manpower productivity to ensure timely
- Attended client, consultant, and internal meetings to report progress and resolve technical issues.
- Identified quality deviations and implemented corrective actions to prevent rework.

- Maintained strong communication with stakeholders to secure timely approvals and clarifications.
- Assisted in material planning, cost control, and resource optimization to minimize delays and wastage.
- Conducted internal audits and quality checks to ensure compliance with the Project Quality Plan (PQP).
- Monitored subcontractor performance and ensured work met quality and timeline expectations.
- Verified installation of utilities and services within civil works per project specifications.
- Provided technical guidance to junior engineers and site staff to maintain quality and efficiency.
- Maintained proper documentation for inspections, approvals, and audits.
- Supported senior engineers in project coordination, technical problem-solving, and reporting.
- Ensured completion of civil works within budget, timeline, and quality standards.

#### **Skills:**

- Good Oral and Written Communication
- Problem Solving
- MS Office
- MS Excel
- AutoCAD
- Primavera
- Employee Engagement
- Multi-tasking
- Team Leadership

#### **Language Known:**

- English,
- Hindi
- Kannada
- Malayalam

#### **Personal Information:**

Date Of Birth : 22 May 2001  
Marital Status : Single  
Nationality : Indian  
Gender : Male  
Visa Status : Transferable Iqama