

NAFEES KHALIQ

SITE ENGINEER CIVIL / SITE SUPERVISOR CIVIL

✉ nafeeskhalik@gmail.com

☎ 0554377436

📍 NEOM Trojena, Saudi Arabia, Saudi Arabia

ABOUT ME

Result-oriented Civil Professional with over 12 years of experience in Road Network Infrastructure, Structure Buildings, Storm Water Channels, and Pre-Engineering Buildings (PEB). Currently contributing to the NEOM Trojena mega-project. Approved Civil Site Engineer with a proven track record of ensuring high-quality construction and strict adherence to international safety (HSE) standards.

SKILLS

AutoCAD (2D Layouts & Shop Drawings)

MS Excel (Quantity Estimation & Reporting)

Surveying & Leveling (Auto Level, Leveling Staff, Basic Total Station)

Site Layout (Road Networks, Building Foundations, Irrigation Lines)

Construction Drawings (Structural, Architectural, Infrastructure)

Project Management (BOQ, Labour management, DPR)

LANGUAGES

Urdu

English

Hindi

Arabic

COURSES

BASIC COMPUTER COURSE
Dec 2010

AUTO CADE

DRIVING LICENSE

Driving license category
Valid Saudi Driving License

WORK EXPERIENCE

SITE ENGINEER CIVIL / SITE SUPERVISOR CIVIL | *Tamimi PEB* | Dec 2019 - Present

- Led construction activities for road networks, RCC structures, and PEB buildings, ensuring alignment with design specifications and site conditions
- Supervised day-to-day site operations, coordinating manpower, materials, and equipment for civil works
- Managed execution of infrastructure works, including utilities and supporting civil structures, in line with project requirements
- Oversaw landscaping activities, ensuring proper grading, soil preparation, and coordination with hardscape and softscape elements
- Monitored installation and routing of irrigation networks, coordinating with relevant drawings and site constraints
- Checked work quality and compliance with project drawings, technical specifications, and applicable standards for all civil and infrastructure activities
- Coordinated with contractors, vendors, and other site stakeholders to support smooth progress of road, RCC, PEB, infrastructure, landscaping, and irrigation works
- Supervised day-to-day site activities ensuring adherence to construction drawings, specifications, and project schedule
- Prepared and updated daily progress reports, site diaries, and manpower/equipment utilization records
- Coordinated with architects, structural engineers, and MEP teams to resolve on-site technical issues
- Measured and certified quantities of executed work for client billing and subcontractor payments
- Ensured strict implementation of health, safety, and environmental procedures across all site operations
- Reviewed and interpreted construction drawings, issuing clarifications and reporting discrepancies to design team
- Planned and scheduled material deliveries, verifying quality and quantity against approved specifications

SITE SUPERVISOR CIVIL | *Al Mehandi General Contracting* | May 2016 - Nov 2019

- Managed infrastructure projects and multi-stage building construction from planning through execution
- Supervised site layout marking, ensuring accurate implementation of drawings and specifications
- Handled daily labor management, including task allocation, supervision, and coordination of site workforce
- Monitored on-site activities to support adherence to quality standards and construction schedules
- Coordinated with site teams to resolve basic technical and operational issues during construction
- Supervise daily site activities ensuring compliance with drawings, specifications, and construction schedule
- Coordinate subcontractors, workers, and equipment to achieve planned progress and productivity targets
- Inspect ongoing civil works for quality, workmanship, and adherence to approved method statements
- Measure and record daily work quantities, materials used, and manpower deployed for reporting
- Monitor site safety practices, conduct toolbox talks, and enforce compliance with HSE regulations
- Review and interpret civil drawings, sketches, and technical documents, resolving on-site discrepancies
- Prepare daily site progress reports, photographs, and documentation for project management
- Ensure implementation of quality control tests for concrete, soil, and other civil construction materials

SUB ENGINEER CIVIL | *National Logistics Cell (NLC), Pakistan* | Jan 2014 - Apr 2016

- Supervised road layers (Sub-base, WMM) as per NHA standards.
- Maintained precise levels and machinery coordination.
- Prepare detailed structural and architectural drawings using AutoCAD and relevant civil engineering software
- Assist in quantity takeoffs, preparing bill of quantities and cost estimates for civil works
- Supervise site activities to ensure compliance with drawings, specifications, and quality standards
- Coordinate with contractors, vendors, and consultants for smooth project execution and clarification
- Monitor daily work progress, prepare site reports, and highlight delays or technical issues
- Review and verify contractors' measurements, running bills, and supporting documentation
- Ensure implementation of safety procedures and housekeeping standards at construction sites
- Conduct field surveys, leveling, and setting out works using total station or auto level
- Check reinforcement, shuttering, and concrete works before, during, and after pouring
- Assist in preparing technical documentation, method statements, and as-built drawings for completed works

EDUCATION

DIPLOMA OF ASSOCIATE ENGINEERING (DAE) IN CIVIL TECHNOLOGY
Rawalpindi Polytechnic Institute, Pakistan

SECONDARY EDUCATION (MATRICULATION)
Government Boys High School, Patola, Poonch