

JAMEELA LUTHFY

Civil Engineer/ Dewatering Engineer / Design Engineer

Phone: +966 50 902 4743 | Email: Jameelaluthfy@gmail.com

Location: An Nahdah, Riyadh, KSA

LinkedIn: <https://www.linkedin.com/in/jameela-luthfy-0807a2147/>

OBJECTIVE

Civil Engineer with 3+ years' experience in construction costing & designing, dewatering costing & designing across Saudi Arabia, Qatar, and India. Proven track record in delivering cost-efficient designs and managing procurement processes for construction projects.

To secure a challenging position as a Civil Engineer in a reputable organization where I can apply my technical knowledge, design skills, and problem-solving abilities to contribute to the successful completion of projects while continuously enhancing my professional growth.

SKILLS & ABILITIES

- Quantity Surveying & Cost Estimation
- AutoCAD, Primavera, Google SketchUp, MS Office
- Procurement & Vendor Management and Registrations, Website Documentation, Cyber Security Documentation
- Project Documentation & Reporting
- Dewatering Design & Analysis
- Groundwater Control Systems

WORK EXPERIENCE

1. Global Lift Factory, Al Khobar, Kingdom of Saudi Arabia

Design Engineer & Quantity Surveyor

June 2024 - December 2025

Responsibilities

- Provide cost estimates and quotations in response to inquiries.
- Quantify the materials needed for the fit out.
- Procurement Process Management. This includes document control, sample request preparation, purchase order summary generation, and vendor registration with multiple suppliers.
- Working with clients to design new products based on their needs and preferences, using computer-aided design software such as AutoCAD.
- Developing new product designs by creating sketches, drawings, or models.
- Communicating with clients to gather information about product specifications, materials, costs of manufacturing, and delivery schedules.
- Sketching designs to communicate ideas to clients or to serve as the basis for further design work.
- Preparing sketches or drawings of designs for building interiors, including furnishings and other details.
- Minimize the cost of designed products with quality with reasonable prices.

2. WJ Groundwater QIT LLC, Doha, Qatar

Assistant Design Engineer

February 2020 – March 2021

Responsibilities

- Carry out dewatering designs and cost estimation.
- Assess geo-environmental site investigation reports and associated documents.
- Prepare tenders, proposals and quotations in accordance with Soil investigation and information from clients.

- Select the appropriate methodology to be used, prepare design notes, calculations and Method of Statement.
- Prepare supporting costing for quotations.
- Inputting documents in Smartsheet and company public drives.

3. Skylark Builders and Designers, Kerala, India

Site Engineer

August 2018 – November 2018

Responsibilities

- Marked attendance of workers.
- Make sure designs are applied correctly and check quantity of materials.
- Submit weekly report, it includes the work that has been completed till that day and on-going work.
- Regular liaison with the clients and its representatives about the project.

EDUCATION

B. Tech Civil Engineering – University of Calicut (2014–2018)

Quantity Surveying – Entri App (2024)

LANGUAGES

English (Fluent), Arabic (Basic), Hindi (Intermediate), Malayalam (Native)

PERSONEL INFORMATION

Nationality: Indian

Visa Status: Transferable Residence Visa (Husband Sponsorship – KSA)

Driving License : Saudi Arabia (Light – private)

Availability: Immediate Joining

DECLARATION

I do here by declaring that all particulars of information and facts stated here above are true, correct and complete to the best of my knowledge and belief.

Jameela Luthfy