



## **Naveed Asghar**

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### **OBJECTIVE:**

Seeking a position as a Project Manager / Construction Manager / Resident Engineer with a reputed Organization.

### **QUALIFICATION**

- ❑ **B – TECH (PASS)** Degree (Civil Engineering) from Karachi PAK.
- ❑ **F.S.C** from Board of Intermediate and Secondary Education Peshawar.
- ❑ **S.S.C** from Board of Intermediate and Secondary Education Abbottabad.
- ❑ **PMP** Training Course
- ❑ **H2S** Oil field Safety Training Certificate (Abu Dhabi).
- ❑ **JP** Oil Field Safety Training Certificate (Sharjah)

### **EXPERIENCE**

<b><i>NO</i></b>	<b><i>Experience</i></b>	<b><i>Year's</i></b>	<b><i>Description's</i></b>
<b>1.</b>	<b>1 Year</b>	<b>2003 to 2004</b>	➤ Work in road Construction Company as a subcontractor.
<b>2.</b>	<b>1 Year</b>	<b>2004 to 2005</b>	➤ Working as a main contractor in road work
<b>3.</b>	<b>14 Years</b>	<b>2005 to 2019</b>	➤ U.A.E in construction field ➤ (Site Engineer) ➤ (Project Engineer) ➤ (Project Manager)

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## PROJECT'S & RESPONSIBILITY

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### 6 – DUBUILD CONTRACTING L.L.C DUBAI ( 2018 TO 2019 )

**PROJECTS: 21 Villas Resort 7 Star ( B + G + 1) DUBAI**

**RESPONSIBILITIES:**

Working as a **Project Manager**, performing daily, weekly, monthly report, minutes of meeting, progress report ,SIR, MIR, SOR, RFI, Risk Assessment, cash flow , Cost Control, Quantity surveying, B.O.Q , Tendering , Quotation's, bar bending schedule & materials submittal's, material's approval from consultant, client .Co-ordinates with Municipality inspector's, client, consultant, suppliers and Subcontractors. Preparing Payment Certificate, approval from consultant.

### 5 – SHAMLAN BUILDING CONTRACTING L.L.C ( 2017 TO 2018 )

**PROJECTS: (1).NESTO COMPLEX (Residential G + 1P + 4) & Mall (G+1) AJMAN**

**RESPONSIBILITIES:**

Working as a **Project Manager**, performing daily, weekly, monthly report, Minutes of meeting, progress report, SIR, MIR, SOR, RFI, Risk Assessment, cash flow, Quantity Surveying, B.O.Q, Tendering, Quotation's, bar bending schedule & materials submittal's, Material's approval from consultant, client (NESTO).Co-ordinates with Municipality inspectors, Client, consultant, NESTO engineers, suppliers and Subcontractors. Preparing Payment Certificate, approval from consultant and client NESTO.

### 4 – AL DHAFRA GROUP OF COMPANIES (2015 TO 2017)

**PROJECTS: (1).UPGRADE & REPAIRING SIX VETERINARY CLINIC'S IN WESTERN REGION CLINICS (ADFCA – MUSANADA)**

**(2) CMW BOUNDARY WALL AND CAR PARKING IN ABU DHABI.**

**RESPONSIBILITIES:**

Working as a **Project Manager** , performing WORK PERMIT online from ABU DHABI MUNICIPALITY, NOC from AADC, DEFENSE, TAWDEEF,ETISALAT, daily, weekly, monthly report, minutes of meeting, progress report ,SIR, MIR, SOR, RFI, Risk Assessment, cash flow ,Quantity surveying, B.O.Q , Tendering , Quotation's, bar bending schedule & materials submittal's, material's approval from consultant, **Musanada** & client (**ADFCA**).Co-ordinates with Municipality inspector's, client, consultant, **Musanada** & **ADFCA** engineer's, suppliers and Subcontractors. Preparing Payment Certificate, approval from consultant and **MUSANADA**. Preparing Extension of time (**EOT**) and baseline.

### **3 – AL THOWAIB GEN. CONT. & MAINT. EST ( 2010 TO 2015 )**

**PROJECTS : ( G + 1 , G + 2 , G + 2, G + 3 , G + 3 , G + 5 )  
(PRIVATE & COMMERCIAL VILLA'S & BUILDING)**

**RESPONSIBILITIES:**

Working as a project Manager, performing duties Daily report, monthly report, minutes of meeting ,progress report , cash flow ,Quantity surveying, B.O.Q , Tendering , Quotation's, bar bending schedule & materials submittal's, material's approval from consultant & approval of payment certificate from ADCE Bank engineer's.  
Co-ordinates with Municipality inspector's, client, consultant, ADCE engineer's, suppliers and Subcontractors.

### **2 – CHIRAG GROUP OF COMPANIES ( 2008 TO 2010 )**

**PROJECTS: ( G + 1 , G + 2 , B + G + 2, G + 8 )  
(PRIVATE & COMMERCIAL VILLA'S & BUILDING)**

**RESPONSIBILITIES:**

Working as a project engineer, performing duties daily report, monthly report, Quantity surveying, Quotation's, bar bending schedule & payment certificate.  
Co-ordinates with Municipality inspector's, client, consultant and Subcontractors.

### **1 – ALI ASGHAR CONTRATING L.L.C ( 2005 TO 2008 ).**

**PROJECT'S: ( G + 1 , G + 2 , G + 2 , G + 4 , B + G + 30 )  
(PRIVATE & COMMERCIAL VILLA'S & BUILDING)**

**RESPONSIBILITIES:**

Working as project engineer, perform duties daily report, monthly report, Quantity surveying, Quotation's, bar bending schedule & payment certificate.  
Co-ordinates with client, consultant and subcontractor's.

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## **PERSONAL SKILLS**

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- ✚ Able to handle routine office works efficiently.
- ✚ Excellent in controls of manpower and achieve the task on schedules.
- ✚ Excellent knowledge of safety rules and regulations.
- ✚ Excellent in understanding Customer's attitude and interests.
- ✚ Very good command over Arabic & English expert in Self-correspondence.
- ✚ Can do self-correspondence.
- ✚ Having very good convincing capability and presentation skill.
- ✚ Pleasing and understanding nature.
- ✚ Having strong sense of responsibility.
- ✚ Coordinating with Head of the Department on the Projects developments.
- ✚ Handling Correspondence & Confidential Documents.
- ✚ Preparation of weekly activities report in coordination with the Section Heads.
- ✚ Well known municipality department procedures.
- ✚ Excellent in cost control and well care for project time frame.
- ✚ Provide needful support to other Departments.

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## PROFESSIONAL SKILLS

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- Excellent in Project Planning with approved budget along with control cost.
- Excellent knowledge and practical implementations of structural, architectural & MEP drawings.
- Excellent in Software & Hardware Trouble-shooting.
- Good knowledge in MS Office.
- Excellent command construction fields all types of drawings.
- Tendering new project for BANK and Quantity surveyor (QS).
- Well known Making B.O.Q.
- Submittals & approvals of Material from consultant's and from (ADCE) Banks.
- Excellent communication and well known all related Government department.

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## COMPUTER SKILLS

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### Major subjects

- ❖ Auto cad 2D
- ❖ Primavera P6
- ❖ communication skills
- ❖ principles of management
- ❖ Computers hardware
- ❖ MS Office (Access, Power point, Excel, Word)

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## PERSONAL DETAILS

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Pakistani

Male

Date of Birth: 12 – 01 – 1981

Married

Visa Status- (**Visit Visa**)

Languages Known: **English, Arabic, Urdu, & Pashto**

**Valid U.A.E Driving License**

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