

SHARJEEL AHMED KHAN

Civil Engineer

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PERSONAL PROFILE STATEMENT:

I am highly self-motivated, focused & innovative B.E. Civil Engineer, I have a passion for learning and developing new and existing skills, and I enjoy problem solving using established analytical methods and engineering principles. I am keen to secure a challenging role in a engineering firm that offers early responsibilities and a progressive career path.

ACADEMIC QUALIFICATIONS:

B.E Civil Engineering	Osmania University	[1 st Division]
Intermediate	Board of Intermediate	[1 st Division – Distinction]

EMPLOYMENT & WORK EXPERIENCE:

March 2016 – June 2019	Civil Quantity Surveyor	DSR Infrastructure Pvt.Ltd.
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Duties & Responsibility:

- Worked on the **construction of DSR Fortune Prime** (Madhapur,Hyderabad).
- Responsible of managing all project cost from pitch to completion.
- Taking off quantities,perform re-measuring and checking with BOQ.
- Development of WBS and its monitoring and control through the project.
- Attend progress meeting with clients, discuss and suggest technical proposals.
- Writing reports on and advising on buildings and maintenance cost.
- Monitoring of all commercial information relating to project.
- Undertaking cost analysis for building projects.
- Identify the variation item and prepare the variation order.
- Lead in the preparation of variation orders and evaluation of claims.
- Site visit to verify claims.
- Produce monthly cost and value reports, quarterly reports and cash flow information.
- Attend progress meeting with clients, discuss and suggest technical proposals.
- Progress variance analysis and critical path analysis.
- Preparing and presenting all presentations for higher management.
- Post contract administration (site visits and supervision).
- Prepare and evaluate quotations obtained from different suppliers and sub contractors

FULL TIME DIPLOMA COURSE:

- Diploma in **Chartered Quantity Surveying and Estimations** from Al Madina College of Chartered Quantity Survey (**Membership: Saudi Council of Engineers**).

PROFESSIONAL TRAININGS AND QUALIFICATIONS:

- Diploma in **Structural Analysis & Design** (Staad.Pro) - **Certified ISO 9001:2008**
- Diploma In **Primavera P6** - **Certified ISO 9001:2008**
- Diploma In **AutoCAD 2D,3D** - **Certified Autodesk**

SKILLS:

- Identify and define technical problems, identify& evaluate alternate solutions, select & implement the best alternative.
- Ability to read Architectural Drawings & Specifications.
- Handle Sensitive Issues with Client Representatives.
- Prepare & check Engineering design, details, estimate plans & specifications.
- Communicate effectively in oral & written form.
- Establish effective relationship with Management, employee, client representatives & Variety of Individuals.
- **Computer:** Good working knowledge of MS Word, Excel, Power Point, Email & Internet.
- **Language:** English, Hindi, Urdu, & Telugu.
- **Organizational:** Time Management Skills gained through Projects, Coursework & Prioritizing tasks to meet Deadlines.
- **Communication & Interpersonal:** Excellent team working` skills gained through coursework, employment & extracurricular activities.

PERSONAL PROFILE:

Nationality : Indian
Date of Birth: 12th March 1996
Languages : English, Hindi, Urdu & Telugu
Passport no : P1415694
LinkedIn : <https://www.linkedin.com/in/sharjeel-ahmed-khan-581bb7147>

DECLARATION:

I hereby declare that the above information is true to the best of my knowledge.

SHARJEEL AHMED KHAN