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| **TABASSUM BASHEER**  (Senior Land Surveyor)  00971-556839302  tabassum-2012@hotmail.com  Dubai, United Arab Emirates |

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| **Technical Experience:** |
| A Practical, knowledgeable and competent senior surveyor, with team and project management skills **Experience of more than 10year** in (UAE, Oman, KSA) working with different Survey projects, specification of Land & Marine & Geology Mapping & Construction & Underground Surveying using latest GPS, Total Station, Auto level, laser level, cable detector RD800 and conventional Survey equipment.  Map Updates, Control Network, Drafting Topographic surveys, Engineering Survey, Various  Setting out tasks, marking of foundation for excavation, Bridge Piers, Duct installation, abetment wall etc. Pipeline & oil tank/Overhead Power line Route surveys, Calculate the cut and filling area, update the Contour Survey.  Objective is to work in an exciting and professional environment of the organization with personal development and growth possibilities and to achieve company’s goal through professional ethics, sincere commitment and hard work.  Seeking challenging and mid-level managerial assignments with reputed organizations, preferably with construction industry as a senior surveyor. |
| **PRESENT ADDRESS** |

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| **Arab Center for Engineering Studies, Dubai UAE**  P.O. Box: 60823  Fax: 971-4-8856460  Dubai – UAE | | |
| **QUALIFICATION** | | |
| * Passed S.SC in 2007 * Diploma of Associate Civil Engineer (DAE three Year) in 2010 * G.P.I. Sialkot Pakistan” * B Tech from Preston University Islamabad (by distance learning in 2017) | | |
| **Batimat Contracting Co. LLC** |  | **June 2011 to June 2012** |
| **Designation** | : | Senior Surveyor |
| **Project** | : | Infinity Tower |
| **Located** | : | Dubai Marina, U.A.E |
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| **Arab Center For Engineering Studies** |  | **July 2012 to Present** |
| **Designation** | : | Senior Surveyor |
| **Section/ Department** | : | Geo-Technical |
| **Located** | : | DIP 2, Dubai U.A.E |
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**Responsible for the following tasks:**

* Submit the daily inception report & Clear the inception report with Consultant as Per Drawings.
* Submit data sheet for daily, weekly, monthly reports to project engineer/Project Manger
* Coordinates with design engineer/draughtsman for the preparation of setting out surveying drawing and submission for engineer approval
* Excavation supervision and all kind of foundation setting out.
* Deal with surveyor for checking the level of underground pipes and records.
* Responsible in giving survey information on site.
* Cable route site survey and supervision of cable of cable joints for mv/ lv cables and record site survey reports.
* Cable network, Sewer lines, Road setting out and supervision.
* Keeps accurate notes, record and sketches to describe and certify work performed
* Documents clearing at the site from NOC person.
* Lead the survey team at the project.
* Assess and allocate appropriate surveyor and survey instruments to appropriate job by coordinating with project mangers and as per instructions of project director.
* Ensure latest revision drawing is following by surveyors.
* Ensure that original ground levels/existing condition survey has been carried out and recorded as necessary prior to carrying out the excavation work. Requirement of these surveys will be advices by the project manger /technical manger
* Maintain all survey equipment with valid calibration certificates at all time and in good working condition.
* Maintain and update the survey instrument list and calibration records monthly.
* Ensure all equipment’s and associated tools are regularly inspected and in good condition.
* Responsible for the EHS-CMP implementation in his work area.
* Assign jobs/tasks to crew and ensure all personnel on site comply with site regulation.
* Ensure permit to work (PTW) system are in place for high risk areas.
* Ensure all accidents, near miss incidents are reported immediately as per company/ client procedure.
* Ensure the safety induction training attended by all at work site.
* Ensure the storage of material, equipment and tools are carried out as recommended and safety.
* Prepare monthly report for survey work.
* Check with technical department for any shop drawing clarification or any additional information.
* Establish good working relationship with the consultant and client staffs at the site.
* Coordinates with all other departments or subcontractors for their assistance.
* Maintain and review the records related to RFAs approval/Rejection of site works.
* Establishment of survey Control Points at the site & Mark the plot boundary etc.
* Take as built Survey Data from site & Convert in AutoCAD format.
* Making of Profile Section in AutoCAD as per Design Level.
* Topography Survey & **Geological Mapping Survey.**
* Survey data import and export and convert into AutoCAD and.

**Projects:**

**Geology Mapping Etihad Railway in UAE (2011 to 2018):**

* Etihad Railway in (Dubai, Sharjah, Fujairah, Ras Al Kamiah)
* Etihad Railway (Geological Mapping in Sharjah to Fujairah)

**Oil Field & Marine Projects in UAE:**

* Gas Plant (BP-Oman – KHAZZAN Project Client of PDO
* Port of Jebel Ali ENOC Phase-01
* Port of Jebel Ali EPPCO Phase -02
* Port of Jebel Ali ENOC Phase -02
* Port of Jebel Ali DUGAS Extenuation Plant
* Port of Fujairah Settlement of Oil Tanks
* Hassyan Project Onshore & Offshore
* Dubai Harbour in Dubai Marina
* Port of Jebel Ali EPPCO Distribution (Jafza South)
* Murgab Dusup Gas Plant
* SEWA Hamriyah Power Plant Hamriyah Area Sharjah UAE)

**Survey & Geology Mapping Projects in Oman:**

* Sohar Industrial Port Container Terminal – C
* Saraya bander jissah hotel -2 Muscat Ruwi
* Duqm Port Oman
* Al Khzaan Oman Gas Palnt (Petrofac Oman)
* IBRI Oman, Jabal Asra
* Special Economic Zone Duqm Refinery with Khatib & Alami
* Taqa resort Salalah Oman (Feb. 2017)
* Geological Mapping & Surveying in Oman Extension of Salalah port (April2016)

**Survey & Geology Mapping Projects in KSA:**

* **Project:** **Jebal Al Ka, aba (2015)**
* **Responsibilities:**

Topographic Survey & Soil Investigation Survey & Geological mapping Survey & various type of setting out for soil investigation & Installation of Control points for road Construction.

* **Project: Diriyah Gate Development Authority KSA (2021)**

Survey of Geological mapping 4km area (Client Dorsch Holding)

**Electrical Project with DEWA & SEWA**

* Hamriyah Sharjah project ipp1800MW ccpp project (2019)
* **Responsibilities:**

Project surveyor and draftsman with Tecnicas Reunidas

* Verify the field survey work with subcontractors and report to client and consultant
* Setting out for cable rout
* Responsible in giving survey information on site
* Topographic & Underground survey plot demarcation and installation of control points for construction work

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| **Instruments Used:** |
| * Latest GPS Leica GS14, GS16, GS18T * DVRS System * Total Station Leica TC1202 * Total Station Leica TC1203 * Total Station Nikon 352 * Total Station Nikon 522 * Cable Detector RD8000 * Hand GPS * Laser level * Auto Level | |
| **Skill Set knowledge And Competencies:** | |
| * **Critical Thinking** - Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems. * **Systems Analysis** - Determining how a system should work and how changes in conditions, operations, and the environment will affect outcomes. * **Complex Problem Solving** - Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions. * **Coordination** - Adjusting actions in relation to others' actions. | |
| **Others Skills:** | |
| * Excellent interpersonal and communication skills. * Efficient in group working and excellent as a group leader. * Good knowledge of NOC related documents & Coordinator * I know the thousand location of survey control points in United Arab Emirates | |
| **Computer Knowledge:** | |

* Use of **survey software (Leica Geo Office& Leica Infinity)**
* **Use of Civil 3D & AutoCAD software**
* **Arc GIS**
* Microsoft office (**word and excel**)

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| **HSE – Related:** |

**PDO Approved HSE Courses Sultanate of Oman**

* Safety Induction
* Defensive Driving
* Basic Fire Extinguisher
* Industrial First Aid
* H2S
* Work Permit

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| **Driving: License:** |

* **U.A.E. Light Vehicle License No.1714513**
* Excellent Driving skills in Desert areas.
* Well known about all the locations in U.A.E, KSA and Oman.

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| **PERSONAL DETAILS:** | | |
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| **Languages known** | : | English, Arabic, Urdu, Punjabi |
| **Martial status** | : | Married |
| **Passport No.** | : | BQ 3849253 |
| **Date of Birth** | : | 18/03/1992 |
| I hereby declare that the above particulars furnished by me are correct to the best of my knowledge with above submission; I do hope your honour will consider my candidature and call me to appear before you. | | |

**(TABASSUM BASHEER)**

**Place: Dubai – UAE**

**Dubai: 00971-556839302**