

FAJAR JAMAL.K

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Career Objective:

To pursue a successful, challenging & exciting career while being able to dispense my maximum potential to the benefit of the organization and, at the same time acquiring knowledge on the road to success. Around 13 years of work experience in AutoCAD stream.

Professional Experience

Organization: VERNIER TECHNICAL SERVICES L.L.C.

Position held: **DESIGNER CUM DRAUGHTSMAN**

Period: 21/05/2019 to till now.

Duties and Responsibilities:

- Audio & Video Systems Drawings
- CCTV Drawings
- Intercom drawings
- Access Control Drawings
- Isometric View Making
- Design coordination

Projects:

ADDRESS RESORT FUJAIRAH
G+8 SATWA, G+4 EAGLE
VERGER INTERCONTINENTAL

Organization: ZAAR TECHNICAL SERVICES L.L.C.

Position held: **DESIGNER CUM DRAUGHTSMAN**

Period: 21/06/2016 to 16/05/2019.

Duties and Responsibilities:

- Gypsum Partition & Ceiling Drawings
- Isometric View Making
- Design coordination
- Client Consulting

Projects:

MIRDIF CITY CENTER
DIP AUTOMOTIVE DEVELOPMENT – PHASE 1 (HONDA)
Res. Villa for Mr. Omar Al Naboodah (OSN VILLA)

Organization: ELENCO TRADING ESTABLISHMENT.

Position held: **DESIGNER CUM DRAUGHTSMAN**

Period: 21/06/2014 to 28/06/2016

Duties and Responsibilities:

- Kitchen Designing
- Making of MEP Drawings
- Isometric View Making
- Design coordination
- Client Consulting

Projects:

CMW Hotels
SEA VIEW CLUB
IMG THEME PARK
ROVE HOTELS

Organization: ZIO TECHNOLOGIES, UAE

Position held: **DRAUGHTSMAN & PROCUREMENT ASSISTANT**

Period: 04/01/2010 to 26/04/2014

Duties and Responsibilities:

(Drawing section):

- Making submission drawings of ELV Systems
- Site coordination
- Preparation of as built drawings

(Procurement Section):

- Collecting the material requisition from the store Chief and Project Manager relating to each project.
- Verify the quantity of each items whether it's as per Re ordering Level or its replenished by Project Manager of each manager on exigent basis.
- Evaluating whether the same item is required by other project points also to place the order of material in one time to avail discount and to avoid the duplicate purchase procedures for the same material.
- Collecting the quote from different suppliers to evaluate the pricing and other supply terms of suppliers.
- After ranking the quote, place the Purchase order to get the supply of material by supplier considering the lead time and other payment terms of the supplier.
- On receipt of material by the centralized store dept. , the quantity and quality of products will be compared with the Purchase order documents to ensure the correctness of material with correct quantity and quality.
- Passing the material receipt note by store dept. and purchase order by the purchase dept. to the Accounts dept. for showing the material received by the store dept. as ordered for the payment process and other accounting work by Accounts dept.

- Transferring the material to each project as per the each material requisition note , given by each Project by Project managers and store in charge of each project point.
- Coordinating the central store, purchase , accounts and each project point on continuous basis to ensure correct replenishment of material with quantity and requisite quality so as not to hamper the project work of each project points.

Projects:

DUBAI MALL	MARINA MALL	CLEVELAND CLINIC
DUBAI MALL KIOSKS	AL WAHDA MALL	YAS MALL
AL TAYER GROUP	WAHAT HILI MALL	FAROOKH VILLA
ALSHAYA GROUP	EMIRATES TERMINAL	SULAYMANIYAH
EMIRATES HEADQUARTERS	GRAND HYATT	MINISTRY OF GHANA
LANDMARK GROUP	RAYHAAN ROTANA	GIANT HYPER MARKET

Organization: **MARIE LYNN'S DESIGN, UAE**

Position held: **ARCHITECTURAL DRAUGHTSMAN**

Period: 04/01/2007 to 24/09/2009

Duties and Responsibilities:

- Making of architectural detailed drawings
- Site supervision and Coordination
- Client consulting
- Making of interior design as per the need of client

Projects:

RESTAURANTS
VILLA PROJECTS
RESIDENTIAL BUILDINGS
OFFICE BUILDINGS

Organization: **HABITAT TECHNOLOGY GROUP, India**

Position held: **ARCHITECT**

Period: 02/01/2005 to 02/01/2007

Duties and Responsibilities:

- Making of architectural drawing
- Consulting client
- Site coordination and supervision
- Taking approval from government
- Sketch works and Model making
- BOQ preparation
- Landscape designing

Projects:

RESIDENTIAL BUILDINGS
SHOPPING COMPLEX
OFFICE BUILDINGS
SCHOOL BUILDINGS

Work Skills:

1. : Client Consulting
2. : AutoCAD Drafting
3. : Model Making
4. : 3Ds Max
5. : Photoshop
6. : MS Office
7. : Acrobat Professional
8. : Site Supervision and Coordinating
9. : Preparation of Quotation
10. : Preparation of Bill Of Quantity (BOQ)
11. : Video Editing
12. : Macromedia Flash

Academic Qualification:

Bachelor in Architecture : University of Kerala
April 2006

Technical Skills:

BLUE OCEAN (American Certified Institute): **Certified Human Resource Professional**
December 2012 (CHRP)

CADD CENTER , JANUARY 2007 : Auto cad, 3Ds max, Photoshop
& Interior Design

LCC : Photoshop, Ulead Video
& Macromedia Flash

Skills:

Computer Troubleshooting, Web Designing, Animation

Personal Details:

DOB : 18 / December /1984
Nationality : Indian
Religion : Muslim
Passport Number : M 7544009, Malappuram, Kerala
Marital Status : Married
Languages Known : English, Hindi, and Malayalam.

Declaration:

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