

SAHILA MUMTHAZ

PROFILE

My prime objective is to attain a challenging position in the field of **CIVIL ENGINEER** and I have a desire to work in a competitive environment in achieving organizational and personal goals. I have over period of four years' experience through various development projects where modern engineering knowledge how is adopted.

I have had positions with gradually increasing responsibilities and have always performed my duties to the utmost satisfaction of my superiors. I prefer to take challenges and responsibilities.

PROFESSIONAL EXPERIENCE

Instructor Jan 2017 - Dec 2019
Malabar Higher Educational Society, India

Job description:

- Planning, preparing and delivering lessons to all students in the class;
- Teaching according to the educational needs, abilities and achievement of the individual students and groups of students
- Adopting and working towards the implementation of the school development plan of the particular school they are giving service in assessing, recording and reporting on the development, progress, attainment and behaviour of one's students
- Communicating, consulting and co-operating with other members of the school staff, including those having posts of special responsibility and parents/guardians to ensure the best interest of students
- Reviewing and evaluating one's own teaching and learning strategies, methodologies and programs in line with the National Curriculum Framework guidelines;

Civil Engineer Oct 2015 -Jan 2017
Center for Construction Management, India

Job description:

- BOQ Preparation
- Shop drawing preparation
- Municipality work & discussion
- Work schedule preparation
- Resolving technical issues.
- Preparation of daily, weekly progress report
- Handling RCC work, mixing of concrete & checking its quality & testing



CONTACT INFORMATION

Address
Dubai (U.A.E)

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+971 50 902 0295

Email
sahilashanu@gmail.com

SKILLS

- Technical Skills
- Project Management
- Communication Skills
- Creativity
- Problem Solving
- Leadership skills
- Organizational skills
- Attention to Detail
- Time management

COMPUTER SKILLS

- AutoCAD 2D & 3D
- Staad Pro and Revit
- Microsoft office (excel, word, PowerPoint, etc.)
- Email & Internet
- Fast computer typing.

Job description:

- Execution of work as per the schedule.
- Works checking with specification
- Material selection & Bill checking.
- Resolving technical issues.
- Checking & reviewing of all shop drawings
- Checking & Interpretation of RCC Drawing
- Checking quality of work with Request
- For Inspection (RFI)
- Preparation of daily, weekly work report

PROFESSIONAL & ACADEMIC QUALIFICATIONS

- **B Tech Civil**
Cochin University
- **Higher secondary Education,**
March 2010
- **Secondary School Leaving Certificate Examination**
2008

DECLARATION

I hereby declare that the above statements are true and current as best of my knowledge and belief, I hope that above written will suit to your requirement. I will be grateful to you if you give me a chance to work under your kind control.

SAHILA MUMTHAZ

LANGUAGES

- English
- Hindi
- Malayalam

PERSONAL INFO

- Date of Birth : 22-10-1992
- Marital Status : Married
- Nationality : India
- Visa Status : Residence Visa
- Passport No : P 8055192

REFERENCE

Provided upon request