



MARVA UMMER M

CONTACT



(+971)-55-826-2967



marvaummer737@gmail.com



Dubai, UAE

COMPUTER SKILLS

AutoCAD	★★★★
MS Office	★★★★
Primavera P6	★★★★

PROFESSIONAL SKILLS

- ✓ Team player
- ✓ Leadership
- ✓ Proactive
- ✓ Office Management

PERSONAL PROFILE

- ✓ Nationality – Indian
- ✓ Marital Status – Married
- ✓ Date of Birth – 12 Nov 1997
- ✓ Visa Status – Visiting Visa

CAREER OBJECTIVE

Seeking a challenging position to utilize my knowledge, skills and abilities that offer personal and professional growth while being resourceful, innovative and flexible

EDUCATION

- ❖ Bachelor of Technology (**B-Tech**) in Civil Engineering from A. P. J. Abdul Kalam Technological University, Kerala, India (2015-2019)

AREA OF EXPERTISE

- ❖ Expert in **Estimation** of the work
- ❖ **Track and maintain** all estimations for further analysis
- ❖ Strong ability to provide technical support to **Civil Engineering and Project Management**
- ❖ Proficient in **AutoCAD Drawings**
- ❖ Strong influencing skills and ability to lead a team towards achieving strategic objectives

WORK EXPERIENCE

Vijay Constructions, THRISSUR, KERALA

[March 2020]–[December 2021]

- ❖ Preparing Shop drawings of Plan, Section & Elevation in **AutoCAD**
- ❖ Work with professional builders to provides house plans for potential home buyers and contractors

LANGUAGES

English	★★★★★
Malayalam	★★★★★
Hindi	★★★★
Tamil	★★
Arabic	★★

ACADEMIC PROJECT

**Greywater recycling and reuse in
UEC Campus, Thrissur, Kerala,
India**

ACHIEVEMENTS

**NPTEL Online Course, got ELITE
Grade in Plastic Waste
Management**

- ❖ Preparation of computer aided drawings of new building projects as detailed in client's specification
- ❖ Responsible for managing all project cost from pitch to completion.
- ❖ Work within a team to reach set goals for customers satisfaction and time management
- ❖ Planning and scheduling the Project.
- ❖ Prepare estimates used by Management for purposes such as planning, organizing and scheduling work
- ❖ Analyzed drawings, specifications, proposals and other project related documents to prepare **time, cost and labor Estimates**
- ❖ Prepared cost **Estimates** utilizing estimating software system [Excel]

SEMINAR

Rubber Dam

INDUSTRIAL EXPOSURE

- ❖ Kerala Water Authority Water Treatment Plant, Peechi, Thrissur, India
- ❖ Treatment of water from Dam
- ❖ POABS M Sand Plant, Kerala, India
- ❖ Process of converting stone in to aggregates of different sizes into M Sand

DECLARATION

I do here by declare that all the information provided above are true and correct to the best of my knowledge.

MARVA UMMER.M.