

NAMTHA SURESH

971-50-1137503

sureshnamitha9@gmail.com



ABOUT ME

I am a dedicated individual with experience in construction and building works. Good knowledge in AutoCAD and Revit Software.

Can work with fast paced organization with the ability to analyze and solve complex problems. Ability to liaise with clients, consultants, and sub-contractors to complete the Task.

EDUCATION

B. TECH CIVIL ENGINEERING

Sree Vellappallay Natesan
College of Engineering
2016-2020 (CGPA-8.11)

PG DIPLOMA IN CIVIL QA/QC
2021

**PG DIPLOMA IN AutoCAD 2D
3D & Rivet**
2021

SN CENTRAL SCHOOL,
Mavelikara (CBSE)
March 2016

CONTACT

📞 971-50-1137503

✉ sureshnamitha9@gmail.com

VISA STATUS

UAE Residence VISA (Father's VISA)

OBJECTIVE

Looking for a challenging role in a reputed company to utilize my engineering skills that can contribute to the company's growth as well as enhance my knowledge by exploring new things.

EMPLOYMENT

Civil Engineer at Karthika Construction, Kattanam, Kerala
(November 2020 - January 2022)

Job Role

- Liaise with client for their requirements
- 2D & 3D Design using AutoCAD and Revit for Construction Design Drawings.
- Compiling jobs specs and supervising tendering procedures.
- Liaise with Sub-contractors and Client during construction phase.
- Scheduling material and equipment purchases and deliveries.
- Liaising with Local Authority and Government Departments.

EXTRA-CURRICULAR ACTIVITY

- American Society of Civil Engineer (ASCE)
Core Committee member

STRENGTHS

- Excellent interpersonal and communication skills.
- Multi-tasking abilities with proficiency in organizing and managing different tasks.
- Work with positive attitude to contribute the healthy functioning of the organization.
- Self-Confident and great patience.

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PERSONAL DETAILS

Name : Namitha Suresh
Father's : Suresh Kumar
Address : Nandanam,
Ponnaramthottam,
Mavelikara,
Alappuzha,
Kerala

Date of Birth : 12/01/1998
Sex : Female
Nationality : Indian
Religion : Hindu
Marital Status : Single
Passport No. : P4118062

ADDITIONAL SKILLS

- MS-EXCEL, MS-WORD, MS-POWERPOINT
- Communication Skill
- Adaptability
- Presentation Skill
- Collaboration
- Teamwork
- Problem Solving

LANGUAGES

- English
- Malayalam