

Inam Ullah Khan

Civil Site Supervisor

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Career Objective

I am looking forward to work with a leading organization where I can share my experience and expose my talents with utmost professionalism to the growth and prosperity of the organization along with self- development and continuous learning.

PROFILE

Professional Civil Site Engineer having 03 year experienced in the building and Fit-Out projects like Residential, Commercial buildings and factory building projects. Good communication skill and leadership quality in my career. Taking initiatives and accepting responsibilities cheerfully. Scheduling multiple tasks logically. Very patient and pleasant having lots of initiatives capable of working both independently and part of a team. Fully confident and determined of carrying out assignments and duties successfully and more professionally. Good observation power, fast learner, initiative for handling any type of work power with timeless effort.

SKILLS

- Specification reading
- Safety Rules Enforcement
- Environmental Compliance
- Very Energetic result oriented and organized.
- Finding solution to issues and problems.
- Good Communication Skill
- Risk Management Skill
- Follow all company policies
- Always keep on smiling under pressure.
- Ability to work long hours and under pressure
- Pleasant personality, self-motivated and hard working.

WORK EXPERIENCE

CIVIL SITE ENGINEER

MAY 2020- APRIL 2021

Noor Property and Builder-Rawalpindi, Pakistan

- Ensure to Prepare, Weekly site plan, Site daily reports, Inspection requests, Estimates and all applicable monitoring reports on regular basis or as required.
- Liaised with civil technicians to prepare and update maps, drawings and blueprints using manual and computer-assisted methods.
- Reduce risks by reviewing permits process to comply with regulations.
- Provide technical and professional engineering support services in design, construction and execution of work.
- Able to Manage & supervise directly and provide engineering and technical supports to all the technicians and labors at site.
- Should have good capability to estimate, prepare and assign the resources such as manpower, materials, consumables, equipment, tools, etc., required for all civil works prior to execution.
- Inspects construction site to monitor progress and ensure conformance to engineering plans, specifications, and construction and safety standards.
- Should prepare Architectural, Structural drawing In Auto cad.

CIVIL SITE ENGINEER

JUNE 2021 – JULY 2022

Shawal Contracting and Services-Peshawar, Pakistan

- Acting as the main technical advisor on a construction site for subcontractors, crafts people and operatives.
- Ensure execution of work according to approved drawings, design and specification within the time limits allowed under the safety measures.
- Setting out quantity, leveling and surveying the site.
- Checking plans, drawings and quantities for accuracy of calculations.
- Preparing weekly progress report and daily progress report and submitting to the planning manager and highlighting the problems affecting the progress on site.

- Managing, monitoring and interpreting the contract design documents supplied by the architect.
- Liaising with the local authority (to ensure compliance with local construction regulations and by-laws).
- Liaising with clients and their representatives (architects, engineers and surveyors) including attending regular meetings to keep them informed of progress.

CIVIL SITE ENGINEER

AUGUST 2022-MAY 2023

Jahangeir Art of Construction-Bannu, Pakistan

- Working as a Site Engineer Provide all kind of Drawings to Supervisor all Sub Contractors
- Oversee and mentor staff and liaise with a variety of stakeholders.
- Prepare contracts and negotiate contract changes with architects, consultants, clients, suppliers, and subcontractors.
- Monitor progress and compile reports on project status.
- Comply with guidelines and regulations, including permits, safety etc.
- Deliver technical files and other technical documentation as required..
- Checking all kind of RCC Work and inspect with consultant and Municipality Engineer
- Prepare all kind of shape Drawing for all kind of activities
- Checked all Access to site before safety inspection
- Checked all kind of Layout Drawn by Surveyor
- Check vertical Alignments after each Slab
- Check Alignment for Tower Crane and Hoist in the site after fixing by Machines
- Prepare bar banding Schedule for Steel fixers and also Supervise

CIVIL SITE SUPERVISOR

JUNE 2023- NOVEMBER 2023

MAC ENGINEERING SERVICES PESHAWER

- Serving as the primary technical advisor for all interior works and subcontractors work on the site.
- Responsible of daily management of the site, includes controlling and supervising the work of any subcontractors and the sit's labor force.
- Works with and alongside architects, supervisors, and subcontractors as a member of the site management team.
- Responsible of security on the property, health and safety and the management of both human and material resources.
- Discussing and verifying the accuracy of computations in plans, drawings and amounts.
- Planning the work and organizing the site facilities efficiently in order to meet agreed-upon deadlines.
- Supervising quality control and health and safety issues on the work site.
- Ensuring and maintaining an accurate record of employee attendance.
- Controlling and evaluating the performance of employees and instituting disciplinary measures as needed.
- Coordinating with any consultants, subcontractors, supervisors, planners, quality surveyors and other project team members.
- Prioritize to meet deadlines and provide high quality service to clients.
- Responsible for preparing daily reports regarding site conditions and communicate effectively with senior managements.
- Recommending changes to construction operations or procedures to increase efficiency.
- Helping project managers to plan the work program.
- Analyzing blueprints to ensure that construction projects meet design, safety, and budget specifications.
- Responsible to keep records for site.
- Resolving problems and implementing improvements.
- Responsible to request the relative requirements of manpower and materials prior a day.

EDUCATION

DIPLOMA OF ASSOCIATE CIVIL ENGINEERING TECHNOLOGY
BANNU POLYTECHNIC INSTITUTE BANNU-PAKISTAN

April 2020

SECONDARY SCHOOL CERTIFICATE EXAMINATION
ISLAMIA PUBLIC HIGH SCHOOL BAKA KHEL MANDI -PAKISTAN

March 2017

CERTIFICATION

- **AUTO CAD 2D & 3D**
- **Primavera P6**

SOFTWARE SKILLS

- Auto Cad 2D & 3D
- Microsoft Office (Excel, Word, PowerPoint) Technical Skills
- Quantity Surveying
- Estimation
- Primavera P6 Planning

LANGUAGES

- ENGLISH *FLUENT*
- URDUE *FLUENT*
- PUSHTO *FLUENT*

PERSONAL DETAILS

- **Passport No. JM4159731**
- **Date of Birth 11/02/2001**
- **Religion: Islam**
- **Marital Status: Married**
- **Gender: Male**
- **Visa Status: Visit Visa**