

# Muhammad Abdullah

## Civil Engineer

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### PROFILE SUMMARY:

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Seeking a challenging position in a reputed construction company where I can build my career and a valuable skill set. Strong drive to succeed with an exceptional attitude for identifying risks and developing solutions. Ability to work alone or with a team. Proven leadership skills include being detail-oriented and managing time wisely. Hold a valid UAE driving license.

### WORK EXPERIENCE:

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#### Civil Site Supervisor

Feb 2021 - Dec 2022

El Race Contracting, Dubai, UAE

##### Key Responsibilities:

- Day-to-day supervision of ongoing civil work.
- Supervise the Labour staff, sub-contractors and work activities.
- Ensure that all equipment's are in working order and in good condition.
- Assist in arranging the deliveries of materials and equipment's.
- Enforce site safety rules to minimize work-related accidents and injuries.

#### Civil Site Engineer

May 2020 - Jan 2021

Habib Rafiq Pvt. Ltd, Lahore

##### Key Responsibilities:

- Checked the technical drawings to ensure that they were followed correctly.
- Ensured that the work was completed in scheduled time and plan.
- Recorded the manpower available, materials available at site and raising request for material required in coming days to avoid delays.
- Ensured that the sites are safe and clean.
- Prepared daily and monthly progress reports as required.

### EDUCATION:

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#### Bachelor of Science (B.S.) - Civil Engineering

Sep 2016 - Jan 2021

*The University of Lahore, Lahore*

GPA: 3.24

#### High School- Pre-Engineering

Aug 2014 - Jul 2016

*The Punjab Group of Colleges, Lahore*

Grade: A+

### CERTIFICATIONS:

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#### - Construction Project Management

*Coursera*

#### - Scrum Fundamentals Certified (SFC™)

*SCRUMstudy*

## **SOFTWARES:**

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- AutoCAD (2D)
- Primavera P6 (Project Management)

## **SKILLS:**

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- Excellent Communication Skills
- Strong multitasking abilities
- Problem solver
- Management Skills
- AutoCAD
- Microsoft Office
- Ability to focus under pressure
- Teamwork
- An eye for detail

## **LANGUAGES:**

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- English
- Urdu

## **Driving License Details:**

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- Valid UAE driving License
- Issue Date: 17-July-2016
- Expiry Date: 14-July-2023

## **HOBBIES & INTERESTS:**

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In my free time, I try to take one or two courses per year related to my field as a way of keeping up with changing methods and technologies in the industry. Outside of furthering my education, I enjoy exercising, photography and travelling.