

# MOHAMMADSUFIIYAN M. SHAIKH

## SENIOR CIVIL ENGINEER



Technically-inclined Civil Engineer with 6+ years of experience in planning, designing, tendering, execution, billing & procurement for construction projects. Substantiated facilities and infrastructure experience and technical design expertise from planning through norms of construction field. Hands on working knowledge for planning software - Oracle Primavera P6 & designing software i.e. AutoCAD, Staad-Pro & 3Ds-Max




## CONTACT

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## CREDENTIALS

D.O.B. : 20/01/1995  
GENDER : MALE  
NATIONALITY : INDIAN  
STATUS : MARRIED

## PASSPORT

-  Z3905070
-  13/12/2016 TO 12/12/2026
-  Vadodara, Gujarat, INDIA.

## SOFTWARE SKILLS

- Autodesk AutoCAD 2D & 3D
- Autodesk Revit Architecture
- Autodesk 3Ds-Max & V-Ray
- Oracle Primavera P6
- Staad-pro
- Visual Basics of structural calculation in Excel
- Ms-Office

## EDUCATION

**BACHELOR IN ENGINEERING - (CIVIL)**  
2012 - 2016  
SIGMA GROUP OF INSTITUTES ,  
BHARUCH, GUJARAT, INDIA.  
GUJARAT TECHNOLOGICAL UNIVERSITY  
AGGREGATES: 6.4 C.G.P.A

## WORK EXPERIENCE

**BILLING & PLANNING ENGINEER/PROCUREMENTMANAGER  
DS DEVELOPERS  
(ON CONTRACT : RELIANCE INDUSTRIES LIMITED),  
VADODARA, GUJARAT  
09/2022-PRESENT**

- Developed and implemented solutions to maintain and improve client infrastructure at existing sites.
- Maintain and make bills according to ITC decided by RIL-VMD.
- Conferred with engineering staff and other personnel to identify and resolve problems with design or implementation
- Assessed construction and demolition operations for compliance with safety rules and environmental regulations.
- Estimated quantities and material costs during project planning to support budgeting and costing.
- Acted as primary point of contact for client and vendor.
- Conducting construction quality checks, discussing plans and initiating work.
- Performing feasibility assessments and site inspections with Engineer In Charge of particular plant.
- Procure materials required before desired work at supposed working station.

## EXPERTISE

PLANNING



ESTIMATION



BILLING



PROCUREMENT



## LANGUAGES

- English
- Hindi
- Urdu
- Gujarati

**PROJECT MANAGER (CIVIL), BILLING ENGINEER & PROCUREMENT MANAGER**  
**AMIN GROUP,**  
**VADODARA, GUJARAT**  
**08/2018 - 08/2022**

- Developed and implemented solutions to maintain and improve client infrastructure at existing sites .
- Conferred with engineering staff and other personnel to identify and resolve problems with design or implementation.
- Assessed construction operations for compliance with safety rules and environmental regulations.
- Estimated quantities and material costs during project planning to support budgeting and costing
- Acted as primary point of contact for commercial clients and vendors.
- Conducting construction quality checks, discussing plans and initiating work.
- Managing multiple types of projects with help of technical team by going according to building norms.

**CIVIL ENGINEER (SITE) AND MARKETING EXECUTIVE**  
**AL-KABEER DEVELOPERS,**  
**VADODARA GUJARAT**  
**06/2017 - 01/2018**

- Managed construction contracts for capital projects to outline objectives, stakeholder responsibilities and modification procedures.
- Collaborated with civil technicians to gather project equipment and update maps, drawings and blueprints.
- Developed cost estimates for planned projects to aid in costing and budget planning efforts.
- Prepared and presented project cost estimates, determined project feasibility based on data analysis and recommended improvements.
- Monitored execution of contract work for compliance with design plans and specifications.
- Maintained client data for booking and marketing purpose of project.

**CIVIL DESIGN ENGINEER**  
**NAUMAN CHOKSHI & ASSOCIATES,**  
**SURAT, GUJARAT**  
**01/2018 - 08/2018**

- Monitored execution of contract work for compliance with design plans and specifications.
- Inspected installation of precast structures, underground services, concrete and earthworks.
- Assisted emergency management agencies with response and assessments to promote safe execution of work.
- Estimated quantities and material costs during project planning to support budgeting and costing.
- Coordinated with selected Municipal Corporations of major cities for plan passing with their respective norms.

**CIVIL SITE SUPERVISOR**  
**PALM REALITY,**  
**VADODARA GUJARAT**  
**06/2016 - 06/2017**

- Supervised material usage and contractor man-hours to keep projects in line with budgetary restrictions.
- Initiated onsite safety program and properly trained team members to decrease injuries.
- Developed work schedules for team members to maximize shift coverage.
- Worked with personnel and managers to meet strict timelines.
- Prioritized and delegated workload based on available materials.
- Liaised with subcontractors regarding work progress.
- Delivered reports to construction manager to detail project updates and likely completion dates, noting delays and causes.

**MOHAMMADSUFYAN M. SHAIKH**