



SHYAMILI T

CIVIL ENGINEER

PROFILE

- To get a growth oriented position in a reputed organization where my skills can be utilized for improvement and success of organization.
- To make rewarding and challenging career that justifies my technical skills
- To secure a position with a well-established organization with a stable environment that will lead to a lasting relationship in the field

CONTACT

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PERSONAL DETAILS

LANGUAGE: ENGLISH, MALAYALAM

DATE OF BIRTH : 29/05/1995

NATIONALITY : INDIAN

ADDRESS: ROLLA, SHARJAH UAE

VISA STATUS : EMPLOYMENT VISA

SOFTWARE SKILLS

AUTODESK REVIT, AUTOCAD 2D, MS

OFFICE, NAVISWORKS MANAGE

1. SAMARA AL NUJOOM BUILDING CONTRACTING LLC [Office Civil and Procurement Engineer – DEC 2021 TO PRESENT]

Duties:

- Review of project specifications and vendor quotations to ensure equipment/ material supplied meet with project requirements.
- Purchase of materials from suppliers as per Site engineers request and LPO preparation
- Sub-contractor selection for different works to site as per BOQ and preparation of agreements
- Checking of Sub contractor's bills, follow-up of work progress in site and payment release as per work done.
- Bill entries of Suppliers
- Petty cash dealing of sites.

2. SIDDHI HOMES, ERNAKULAM, KERALA, INDIA- [Project Coordinator – NOV 2016 TO OCT 2021]

Duties:

- Preparation of Work orders and bills for Sub contractors
- Purchase Coordinator- Rate comparison from suppliers & PO preparation
- Invoice Bill Entries
- Coordination of all Office & Site Works
- Prepare, file, and distribute all project documentation/drawings and Correspondence.
- Document preparation for building approval from Municipality
- Customer Relation through Mail & Phone
- Agreement and other loan related document preparation for Customer

KEY SKILLS

EXQUISITE MATHEMATICAL AND
SOFTWARE ABLITY
GOOD ORGANIZE AND ANALYTICAL
SKILL
METICULOUS

INTEREST

EMBROIDERY WORKS
MUSIC
COOKING

EDUCATION

CALICUT UNIVERSITY, KERALA, INDIA

BTECH CIVIL (2012 TO 2016) – FIRST CLASS WITH HONOURS (82.4%)

UIT CADD CENTRE, THRISSUR, KERALA, INDIA

BIM Technology (Including Navisworks Manage)

GVHSS CHERPULASSERY, KERALA, INDIA

PLUS TWO (2010 TO 2012) – 86%

DECLARATION

I hereby declare that the above-mentioned information is correct up to me knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Sharjah

15-01-2023
