



# M. Asim Khan

## Civil Engineer

### MY CONTACT

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☎ +971521402889

📍 Dubai, UAE

### SKILLS

- ♦ AutoCAD
- ♦ Primavera
- ♦ Etabs
- ♦ Revit
- ♦ Arc GIS
- ♦ SAP 2000
- ♦ Quantity Estimation
- ♦ Project Management
- ♦ Labor Management
- ♦ Time Management
- ♦ Pro Microsoft Office

### EDUCATION

#### ● BE Civil Engineering

Abasyn University Islamabad  
(2016 - 2020)

#### ● Intermediate in Pre. Engineering

Quaid-e-Azam Public School & College Swabi  
(2014 - 2016)

### CERTIFICATION

#### AUTOCAD CIVIL

Nicon Group Of Colleges, Islamabad

#### PROJECT MANAGEMENT

Nicon Group Of Colleges, Islamabad

### PROFILE

I'm organized and detail-oriented, work well under pressure and deadlines, enjoy working with a variety of people and have great attitude. I'm looking for a creative, challenging, growth-oriented position and would like the opportunity to learn more about corporation. What you need and what I can do sounds like a match

### PROFESSIONAL EXPERIENCE

#### Site Civil Engineer | Heera Al Thahabiah Building Contracting LLC, Sharjah

November 2022 - up to Date

- ♦ Project is Proposed Villa (G)+Service Room+ Compound Wall+ Light Shed Parking.
- ♦ Coordinate tasks according to priorities and plans.
- ♦ Produce schedules and monitor attendance of the team.
- ♦ Allocate general and daily responsibilities.
- ♦ Management of all site workers.
- ♦ Guarantee all safety precautions and quality standards are met.
- ♦ Supervise the use of machinery and equipment.
- ♦ Monitor expenditure and ensure it remains within budget.
- ♦ Resolve problems when they arise.
- ♦ Report on progress to managers and Senior Engineer.

#### Site Civil Engineer | Allied Contractors Pvt Ltd, Islamabad

Jan 2022 - Oct 2022

- ♦ Interpretation of Drawing.
- ♦ Allotting Work to Labors.
- ♦ Supervision of Construction Work.
- ♦ Preparing Schedule of Material Used and Available.
- ♦ Plotting Line - Level on Construction Site.
- ♦ Preparing Work Chart Schedule.
- ♦ Checking Steel Work of Slab, Beam, & Column Before Concreting.
- ♦ Checking & Arranging Equipment Before Concreting Work Starts.
- ♦ Supervision Of The Curing Process.
- ♦ Keeping Note of Each and Every Casting Work.

## **INTERESTS & HOBBIES**

- Traveling
- Sports
- Reading
- Volunteering

## **LANGUAGE**

English, Urdu / Hindi, Pashto

## **VISA STATUS**

- ♦ Visit Visa

## **Site Civil Engineer| Telerisen Pvt Ltd, Islamabad**

Jan 2021 - Dec 2021

- Manages the overall site logistics to ensure efficient coordination and execution of works.
- Optimizes overall construction manpower, equipment, and materials allocation on-site to meet
- Supervises overall attendance, productivity, and safety of construction staff and non-staff.
- Assigns tasks and responsibilities to foremen as per directions of Project.
- Issues all site-related material requisition forms using Product Catalogue coordinates purchase and delivery of required materials in coordination with the supplier and oversees inflow/outflow of site store.
- Manages the process of attaining the necessary consultant/authority approval needed to maintain the execution schedule.
- Leads the site meetings to validate accurate forecasting and allocation of Corresponds with consultants and sub-contractors on site-related matters and ensures good relations .
- Responsible for the timely relaying of daily site progress reports to Projects.
- Monitoring all sub-contractor works to ensure that the works are as per the job specifications, timeline and contract.
- Ensures that the quality of material and installation of work is in accordance with the acceptance criteria identified for the project by QA/QC.

## **ACHIVEMENTS**

### **Co-Founder of Donate for Help (11/2017 - 07/2020)**

Co-Founder and Executive Member Of welfare society of Abasyn University Islamabad where we rise fund for needy student, orphanage and old house.

### **Member of ASS (10/2018 - 05/2020)**

ASS (Abasyn Sports Society) is the official Sports society of Abasyn University Islamabad.

### **Organizer**

Sports Gala 2017 and 2018, Representative of Civil Engineering Department in ANSEC'19, Head Organizer of Culture Fest'19, Arrange many seminar and concert.