

## Personal Information

- ] Name: Ramazan Ali Adib
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## Higher Education

- ] Bachelor of Civil Engineering from Kabul Polytechnic University-Construction Faculty- Civil & Industrial Constructions Department (CIC)

## Work Experience (more than 10 years)

MAY 2017

### Civil Engineer-Chief Engineer

AUG 2020

#### Oxfam

- ] Providing design services for public works projects such as building, roads, bridges, schools, hospitals, recreational facilities, etc.
- ] Preparing construction plans that include drawings of the project design, materials used, and details about construction methods.
- ] Supervises the Quality Control functions/activities of a project or its parts, including Quality Control inspection schedules and the collection of Quality Records.
- ] Calculate costs, estimate timelines, interpret plans and regulations
- ] Delegating tasks to engineering teams.
- ] Communicating the goals of the projects to all engineers and professionals in the team
- ] Work with the team/supervisors/CDC project management committee in basic engineering skills.
- ] Monitoring and supervising of project implementation
- ] Monitoring of activities to identify key challenges and gaps in the implementation of activities and find solutions
- ] Preparation of technical reports in support of the project development

JAN 2013

### Project Implementation Engineer

JAN 2014

#### MPW/PMO

- ] Monitor of construction projects according to Quality Control
- ] Overall Coordination for effective implementation of the project (O&M)
- ] Monitor implementation of (O&M) works and consultants' services, hold discussions with the contractors and consultants concerning project implementation and assist in taking immediate steps/decisions to augment the project implementation
- ] Monitor the implementation of the projects to ensure that the works are executed

as per the contract specifications and the requirements set out in the (O&M) contracts.

- )] Ensure that the Supervision Consultants perform in accordance with the contract
- )] Review the monthly progress reports submitted by the consultants to assess project implementation and take/communicate important decisions of the Employer to the contractors and consultants to avoid any potential delays
- )] Review the contractor submissions in light of consultant observations and recommendations, and ensure the quality. Accordingly, and forward the submissions to relevant agencies for further processing

SEP 2011  
AUG 2012

### **Infrastructure Engineer-Construction Manager**

#### **SEARAP**

- )] Managing of infrastructure activities and implementing pilot projects
- )] Use design software to develop models and drawings of new products.
- )] Management of the preparation of civil design plans, specifications and estimates for a range of civil design projects.
- )] Participates in a variety of technical analysis, developing cost estimates, design criteria, institutional capacity assessments, equipment requirement projections, and training needs.
- )] Supporting the research design, training enumerators for data collection, analyzing the data.
- )] Research and survey of infrastructure projects to plan for future projects.
- )] Prepare construction documents and records.
- )] Performing quality control checks on all projects.

AUG 2010  
AUG 2011

### **Technical Officer**

#### **FMFB The First Micro Finance Bank - Afghanistan (FMFB-A)**

- )] Follow up for QA/QC activities in construction Project
- )] Design structural elements of each project using computer software
- )] Technically assessment of the client house and take the necessary measurement of the planned improvement works
- )] Preparation of the project cost of the planned improvement in the client house using the specified construction materials prices list for its estimation
- )] Sketching and drawing of the planned improvement of the House in Loan Appraisal Form
- )] Provision of the technical advices to the client on the different construction methods
- )] To address important housing and quality of life challenges such as : Seismic resistant solutions and techniques, Water warming facilities, Bed racks, Kitchen worktops and utensil cabinets, Thermal Insulation techniques, Lightweight roofing techniques, Roof hatch windows
- )] Monitoring the progress of the construction works in the clients Houses

SEP 2009  
AUG 2010

**Civil Engineer**

HBCL

- ) Prepare engineering design calculations based on the building and design codes relevant to the project's location.
- ) Develop and implement quality control procedures and protocols to ensure compliance with regulatory standards and company quality objectives.
- ) Estimate the cost of materials, labour, and equipment for construction projects, using contract bids, quotations, drawings and specifications.
- ) Create detailed technical drawings and plans for civil engineering projects
- ) Conducting surveys and collecting data, and finalizing the data
- ) Preparation of architectural maps, analysis, designs and estimation of all projects
- ) Collaborate with other project members in the planning, implementation, and evaluation of surveys.
- ) Consulting to project experts
- ) Conducting meeting with governmental office

AUG 2007  
AUG 2009

**Civil Engineer**

Oxfam

- ) Performs civil design using knowledge of relevant software programs.
- ) Prepare drawings, documents, details, schedules or specifications using programs such as AutoCAD, Civil3D and ArcGIS
- ) Making technical engineering assessments in relation to surveying, designing, cost estimating of sub project
- ) Preparing construction plans that include drawings of the project design, materials used, and details about construction methods
- ) Engineering technical calculations, project costs, project schedules, drawings, and reports in accordance with specifications, standards, drawings, and codes.
- ) Prepare design calculations to meet codes, project specifications and summarize design to drafters
- ) Write reports to determine financial costs for labour, materials, budgets, and what contractors/subcontractors should use for the construction project
- ) Work with the supervisors/CDC project management committee in basic engineering skills.
- ) Monitoring and supervising of project implementation
- ) Making monthly plan and monthly report to top level management...

**Trainings & Short Courses**

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- ) AutoCAD 2D&3D by Korea-Afghanistan IT Center at Kabul Polytechnic University.
- ) Engineering programs (SAP, SAFE, ETABS, AutoCAD 2D&3D) at Roshan .
- ) Microsoft Office (Ms. Word, Ms. Excel and Powerpoint) at Bihzad Institute.
- ) English language course in Star Educational Society in 2007.
- ) Training of Seismic Resistant Techniques at FMFB office
- ) Training of joint rail map revenue working work at Hairatan Mazar-e-Sharif 25-26 Dec 2013

- ) Technical training of Water supply, ESS and project implementation guideline 20 to /08/2017
- ) Training of CCAP technical guideline of by CCAP HQ in DMM 20 to 25/05/2017
- ) Training of GIS at IDLG 14to 18 Oct 2017
- ) Solid waste management in Oxfam office 11-13 Dec 2018
- ) Training of trainers of EZ-KAR 5 to 9 July 2020.
- ) Studied AEP ( Academic English Purpose) in TOEFL House from July 2020 to March 2021

### Language & Computer Skills

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LANGUAGES	) ENGLISH : Full professional proficiency
	) DARI : Full professional proficiency
	) PASHTO : Full professional proficiency
COMPUTER SKILLS	) AutoCAD 2D,3D
	) Sap2000
	) Etabs8.2
	) Safe7.1
	) Arc GIS
	) Sketch Up,
	) Microsoft Word
	) Microsoft Excel
	) Microsoft PowerPoint
	) Google Earth
	) Microsoft Windows, Internetworking, Emailing, Downloading, Browsing, Installation.

### References

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1. Ashish Damle, Country Director, Oxfam in Bangladesh  
Email: [Adamle@oxfam.org.uk](mailto:Adamle@oxfam.org.uk)
2. Mohammad Ali Roshan  
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### My Contacts Information

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