

Jim Kaiqi LIAO

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Career Objective

A highly self-motivated, result and safety oriented civil engineering graduate. Seeking to tap my skills and knowledge to build a long-term career in the civil engineering area.

Education

Bachelor of Civil Engineering

Western Sydney University

July 2013 – November 2017

Diploma of Project Management

Warwick Institute of Australia

October 2019 – October 2020

Employment History

December 2015 – February 2016; Intern -Xiamen Zhongfufuan Architectural Design Institute, Xiamen China

- Assisted senior engineers in the design of concrete slabs and stairs in residential apartments
- Assisted in structural design drafting using AutoCAD
- Site visit and various structural inspection with senior engineers

November 2017 – August 2018; Site Cadet – WR Sydney Pty Ltd, Lindfield Sydney

- Worked on site in a 14 townhouses project in Lindfield
- Assist in site preparation for material deliveries and traffic controls
- Assist with the project manager in reviewing project progress
- Daily liaise with subcontractors and clients

- Assign tasks to subcontractors and inspected their works with design plans
- Monitor site safety and ensured all works are conducted in a safe manner.
- Conduct daily documentation of projects, safety inductions and site inspections

**February 2019 – June 2019; Site Engineer – Vigor Master Pty Ltd, Chatswood
Sydney**

- Worked on various townhouses projects across Northern Sydney area
- Site Project Engineer duties include logistics, subcontractor management, equipment control, supplies and project administration
- Check defects against final works and preparation for settlement

Experiences and Skills

- Hard working and quick learning attitude gained from intense site experiences
- Punctual, organised and strong attention to detail
- Active team members with a can-do attitude
- Familiar with construction workflows, as well as Microsoft Office software
- Driving licenses, white card, traffic control license and first aid certificate

Visa and languages

- Currently on bridging visa for 189 skill immigrant permanent residency with full time work rights
- Fluent in English and Mandarin with PTE academic scores of 79/90