



# SAFRAZ AHMAD

## CIVIL ENGINEER

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### SUMMARY

An experienced Estimation Engineer with over 6 years of expertise in delivering precise construction material takeoff bid preparation and project management. Adept at collaborating with project teams, subcontractors, and clients to ensure accurate and competitive estimates, ensuring the financial success and timely completion of projects.

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### PROFESSIONAL SKILLS

- Planswift
- AutoCad
- Team Development and Coaching
- Project Management
- Kubla Cubed
- Bluebeam Revu
- Collaborative Teamwork
- Google Sheets Management
- MS Office
- Problem-Solving and Critical Thinking

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### WORK EXPERIENCE

#### Project Manager & Proposal engineer at Digital Estimating Private Limited

Jan 2021 - Present

- As a project manager, I have the responsibility to manage all the projects by their due dates in all aspects.
- Provide a quote/proposal to the clients for their projects after analyzing the exact scope, delivery date, bid documents, and the format sheet given.
- Assigning the projects to the managing partners, in-house estimators, and outsourcing if needed.
- Ensure the quality of the project and its timely delivery as well.
- Making final deliverable links for the client.
- Coordination between managing partners, the pricing department, the review department, and higher management.
- Making sure queries, addenda, and RFI responses are dealt with within the time.
- Prepare the monthly reports of MPs.

#### Technical Support Team Supervisor and QA at Digital Estimating Private Ltd

Jan 2020 - Dec 2020

- Provide training to the new estimators about all the CSI divisions.
- Assigning the projects to the estimators, and outsourcing if required.
- Review all the takeoffs to eliminate the error-free estimate. And sent to the pricing department.
- Ensure the quality of the project and its timely delivery as well.
- Coordination between employees, the pricing department, and higher management.
- Making sure queries, addenda, and RFI responses are dealt with within the time.
- Prepare the monthly reports of Estimators.

#### Estimator at Digital Estimating Private Ltd

June 2018 - Dec 2019

- Review project plans, specifications, and bid documents to understand the scope of work.
- Use software to calculate quantities and create accurate material takeoffs.
- Provide the material takeoff breakdown as per the bid documents and bid form requirements.
- Submitting the data, like spreadsheets, pdf markups, and planswift files, to the review department.
- Dealing with the comments of the review department related to the takeoff to maintain the quality of estimate.

**Project Engineer at Al-Wadood National LLC in Muscut, Oman**

Jan 2018 - Jun 2018

- Execution of work at site from Layout to completion of whole structure according to drawings, specification and bidding documents.
- Estimating the required amount of Material.
- Concrete at site manually or by using Concrete pump.
- Finishing work of structure like plastering, putty work and paint.

**Trainee engineer at Habib Rafiq (PVT) Limited at  
The 1,180MW Bhikki combined-cycle power plant in Sheikhpura**

Oct 2016 - Jun 2017

- Actively participate in on-the-job training to gain an understanding of site engineering processes, construction methods, and project management techniques.
- Assist in overseeing daily construction activities to ensure they are carried out in accordance with project plans, specifications, and schedules.
- Execute structural work per drawings, verify the Bar Bending schedule, and inspect steel fixing.
- Help in maintaining accurate records of project progress and daily reports.
- Assist in surveying, measuring, and marking out site dimensions as per project drawings.
- Participate in inspections of materials and construction work to ensure they meet quality standards and project specifications.
- Collaborate with site engineers to solve any on-site issues related to design, materials, or construction.
- Help track and manage materials on-site to ensure that sufficient quantities are available when needed.
- Assist in liaising with architects, consultants, and contractors to clarify technical details and ensure smooth project execution.
- Gain experience in the operation and maintenance of site equipment under supervision.

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**EDUCATION**

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**Bachelor of Sciences in Civil Engineering**

University of Engineering and Technology Lahore, Pakistan

Sep 2012 - Sep 2016

**FSc. in Pre-engineering**

Government college University Lahore, Pakistan

July 2010 - July 2012

**Matriculation in science**

H.M. High school Lahore, Pakistan

March 2009 -March 2010