**Mohd Mohtashim**

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**OBJECTIVE:**

Seeking a challenging career opportunity in a reputed company where I can harness my technical skills, work experience, and creativity towards making a significant contribution to the growth and development of the company and thereby develop myself.

**CAREER PROFILE:**

* Graduate in Civil Engineering and having excellent professional experience in End to End store rollout and inspection of the site works assuring the quality of works for high-rise Retails and Hospitality Fit Outs Projects in India.
* 5+ years of experience in the preparation of daily works schedules, arrangements of resources like manpower, materials.
* Experience includes coordinating with Architects, Consultants, Contractors and Sub-contractors, and other specialized consultants for finalizing site work-related issues.

**PROFESSIONAL EXPERIENCE:**

1. **Company : Pita Pit India**

Period : Jan 2019 – March 2020

Designation : Assistant Project Manager

**Roles & Responsibilities:**

* Project execution of interior work at the site.
* Layouts reading & execution of work as per layouts, If any flexibility on-site then marked on AutoCAD & share with designing safety considering factors in mind is first.
* Performs on-site store visits, take photos, measurements, and determine the scope of work to be done.
* Meeting with the project team member to identify and resolve issues.
* Ensure that the project and other work well with the company image are procured in a time-efficient way.
* Maintain standard, making sure the material always used as per the company’s standard.
* Experience managing projects and cross-functional teams.
* Able to create project plans and manage multiple projects simultaneously.
* Manage the entire Fixtures/ Equipment program between the company and the vendor.
* Identify all Fixtures / Equipment needs and places all orders for new stores.
* Strong planning and attention to detail.

1. **Company : Skechers South Asia Pvt. Ltd.**

Period : Aug 2017 – June 2018

Designation : Site Engineer

**Roles & Responsibilities:**

* Layout Plan in Auto Cad.
* Drawings Recheck, the site measurements w.r.t to drawings issued and report of a discrepancy, if any
* Assisting in planning and sequencing of the construction operations according to the Project Quality Plan.
* Weekly report on the work progress in order to anticipate any possible delays with regards to planned tasks.
* Experience opening new store opening and renovation of stores also.
* Coordination meetings with clients and consultants when required.
* Provides Technical support to other site team members.
* Rich knowledge in finishing standards, quality control, Fixture installation.
* Preparation of handover Documentation file for projects

1. **Company : Hi-tech Construction Co.**

Period : Aug 2015 – July 2017

Designation : Site Engineer

**Roles & Responsibilities:**

* Site inspection for civil works, which includes structural & finishing works, and ensure that the work is as per the Project Specifications and issued for construction drawing/final approved drawings from authorities.
* Ensure that all the works meet the stipulated quality standards.
* Electrical detailing layout, flooring layout, bathroom designing along with detailing.
* Specify materials and furnishing, such as lighting, furniture, wall finishes, flooring, and plumbing fixture.
* Work in a team with other designers.
* Frequent Safety inspection & issue site instructions against violations
* Ensure that all the works are going without wastage of material.

**ACADEMIC QUALIFICATIONS:**

**Bachelor Degree in Civil Engineering** from **Rajshree College of Management and Technology** Bareilly (UP)

**12th** passed from U.P. Board in 2010

**10th** passed from U.P. Board in 2008

**Computer SkillS:**

Software skills : AutoCAD (2D)

Operating systems : Windows 7, & Windows 10

Microsoft : Excel, Word, PowerPoint

**PERSONAL DETAILS:**

Name : Mohd Mohtashim

Nationality : India

Sex : Male

DOB : 01/07/1993

Marital Status : Single

Passport No : N4484813

Languages known : English, Hindi

Place:

Date: **Mohd Mohtashim**