

Shamsul Arefen

3/1 Popular Housing-2,
Borobag, Mirpur2, Dhaka-1216
Cell-01670302264
E-Mail: -shamsulrefin21@gmail.com



OBJECTIVE:

To work in private organization or others Similar Sector Who are operating in Bangladesh or abroad. Work on a challenging and dynamic Project with Increasing work responsibility.

Career Summary

Enthusiastic & hardworking Professional with Experience to Overlook Projects around the country including reverse environment with limited communications or logistical support. Problem solving skill, Analytical skill & play roll as a good team player. Experience of working on infrastructure, Utility & structural Projects.

EMPLOYEEMENT HISTORY:

Site Engineer

Organization: CapitaLand Development Ltd.
Address: Capita House-I I, Plot-3; Road-27; Block-J; Banani Dhaka
Department- Engineering
Duration: From 01-July-2018 to till now.
Project Name & location: Capita Exception, sec-4, Road-4, House-22, Uttara.Dhaka
Description: 9th stored Building.

Key Responsibilities

Inspect and monitor progress at construction sites. Attend the client meeting regarding the status of works. Site supervision, Meeting with client, & Reporting to Project Engineer. Prepare bill materials schedule & Requisition, Estimating of project.

Site Engineer

Organization: Freedom Bangla Developers
Address: 33/1 North Pinerbag; Mirpur-01; Dhaka-1216
Department- Engineering
Duration: From 01-June-2015 to 30-Jun-2018.

Key Responsibilities

Making combination Executives & Management. Meeting arranging with Client & administrative activities. Preparing bill of Local Contractors.

Engineer

Organization: Greeha Nirman Homes Ltd.
Address: 112/A Senpara (1st Floor) Begum Rokeya sharani,
Mirpur-10; Dhaka-1216
Department- Construction.

Duration: From 01-april -2012 to 22-May-2015

Key Responsibilities

Handling Client Bills, Vendor Bills and Co-ordination with drawings, Planning and Quantity Control and Monitoring the Execution work. Requirement of all bought out items. Inspect and monitor progress at construction sites.

EDUCATIONAL QUALIFICATION

Diploma in Engineering

Passing Year: 2010

Civil, GPA: 3.30, out of 4

Saig Institute of Management & technology (SIMT)

Bangladesh Technical Education Board (BTEB)

Secondary School Certificate (Dakhil)

Passing Year: 2001

General, GPA- 3.67 out of 5

Raipur Kamil Madrasha

Madrasha Board, Dhaka.

Higher secondary Certificate (HSC)

Passing Year: 2005

Commerce, GPA: 2.50 out of 5

Raipur Govt. Degree College

Board, Comilla

PERSONAL SKILL:

Ability to cope up with different situation.

Co-operative, Innovative & hardworking.

Organizing & leadership competence.

Good communication skills and a very good team player.

Very proactive, Idea-driven, Network builder.

TRAINING

Project Management & Appraisal Process

Institute: National Academy for Planning & development.

Course outline: Project Management, Risk Management. Evaluate the Project value. etc.

Microsoft Excel & Basic Troubleshooting

Institute: 10 Minute School.

Course Outline: Sound Knowledge about MS Excel, Word & PowerPoint. Analytical Process in Excel. Internet Operating & basic Troubleshooting.

COMPUTER SKILL:

Office Programs: MS Word, MS Excel, MS Power Point.

Internet Application: Internet Browsing, Mailing.

Auto-cad-2D,3D, software using.

LANGUAGE PROFICIENCY:

Bengali (Native)
English (Both Verbal & writing)

INTEREST:

Travelling, Cooking, watching movie, playing cricket.
Reading articles and books of different subjects, interest browsing and listening music.

PERSONAL INFORMATION:

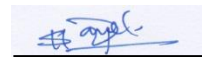
Name: Shamsul Arefen
Father's Name: Abdul Aziz
Mother's Name: Sufia Akter
Date of Birth: 01-12-1987
Mailing Address: 3/1 Popular Housing-2, borobag, Mirpur-2, Dhaka-1216
Cell-01707302264; 01670302264
Permanent Address: Vill: East Alonia Post: Nurnagor,
Thana: Faridgonj, Dist.: Chandpur
Sex: Male
Marital Status: Married
Religion: Islam
Nationality : Bangladeshi (by Birth)
Blood Group: B (+)

REFERENCES:

MD.Musa
Sub Asst. Engineer
Globe Edible oil Ltd
Cell: 01842527107

Yousuf Ali
CEO
Freedom Bangla Developers Ltd
Cell: 01826694372

CERTIFICATION: I, the undersigned, certify that, to the best of my Knowledge and belief, this Resume Correctly describes me, my qualifications and my experience. I understand that any willful misstatement described herein may lead to disqualification or dismissal, if employed



Shamsul Arefen