

# SUMID KHAN

## Curriculum Vitae



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# SUMID KHAN

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Nationality: Indian, State - GOA, YOB: May 24<sup>th</sup> 1983,

Passport : M7059645 (Valid till June 2025)

Driving : U.A.E License 1249163 & Indian DL.

Visa Status : Employment Visa

## Career Objective ■■

To secure a position in an organization where I can apply my creative skills and experience and be a part of a team that helps to achieve the organization success.

## Professional Experience ■■

### Sunshine Prefab LLC, Sharjah - UAE.

Duration: October 2020 – Till Date.

#### **Designation: Project Engineer.**

Job Profile:

- Monitor site safety and legal requirements.
- Assist the construction manager to establish project objectives, procedures, data collection methods, and performance standards within boundaries of corporate policy
- Prepare scheduled and necessary updates of construction activities and analysis of manpower and equipment required.
- Manage compliance, quality control, and quality assurance standards and specifications
- Monitor site safety and legal requirements.
- Review project proposals and plans to develop project objectives.
- Identify project phases and elements.
- Establish specifications for projects based on a thorough review of performance standards, client requirements, and product design.
- Schedule and monitor engineering tasks.
- Collect and analyze project information to create status reports and recommend future actions.
- Create drawings used in design and construction.
- Regulate policies and procedures to maintain a safe and clean working environment for the project team.
- Manage the team of engineers working on the project.

### Technical Supplies & Services Co. L.L.C, Sharjah/Dubai - UAE.

Duration: December09 – September 2020

#### **Designation: Sales & Project Engineer**

Company's Profile: - Technical Supplies & Services Company is a part Of HARWAL Group, One of the largest manufacturers of building materials in the region. The wide range of products manufactured by TSSC include sandwich panels, profiled claddings, aluminum and glass works, pre-engineered houses, metallic modular components, insulated panels for cold stores / refrigerated trucks and refrigeration solutions such as can coolers /chillers / freezers. Being an ISO 9001:2000 certified company TSSC manufactures products to meet the highest quality and service standards. This quality is continuously monitored and has long resulted in TSSC products being certified by Lloyds Register in London.

**Job Profile:**

- Persuading clients that a product or service best satisfies their needs in terms of quality, price and delivery.
- Undertaking technical and feasibility studies.
- Responsible for planning, scheduling, conducting and coordinating the technical and management aspects of projects.
- Accountable for the successful completion of projects.
- Requires extensive regular contact with assigned project Clients.
- Participating in Client/contractor meetings and resolving site/project issues.
- Review and approve project Client invoices.
- Keeping records of sales target and actual figures and compiling them into reports.

**Al Mawasem Contracting (L.L.C), Dubai UAE.**

Duration: September 2007 - November 2009

**Designation: Civil Engineer**

Company's Profile: Al Mawasem contracting is a part Of GHANTOOT Group; one of the largest contracting company in U.A.E. Company is undertaking major projects like construction of shooting ranges and stadium of directorate military defenses work, private villas and work of buildings, Offices etc.

**Job Profile:**

- Estimate quantities and cost of materials, equipment, or labor to determine project feasibility.
- Undertaking technical and feasibility studies and site investigations.
- Supervising tendering procedures and putting together proposals.
- Managing, supervising and visiting contractors on site and advising on civil engineering issues.
- Managing change, as the client may change his or her mind about the design, and identifying, formalizing and notifying relevant parties of changes in the project.
- Compiling, checking and approving reports.
- Scheduling material and equipment purchases and delivery.
- Ensuring that a project runs smoothly and is completed on time.
- Communicating and liaising effectively architects, subcontractors, consultants and clients.
- Take into consideration and follow, land use laws and regulations every step of the project execution.
- Responsible for backing up their statements with reports, graphs, charts and surveys.

**Natural Construction - India.**

Duration: August 2003 – May 2007

Designation: Civil Engineer

Company's Profile: Construction Company undertaking major projects like building of Bungalows, Houses, Buildings and Offices etc

**Job Profile:**

- Inspect and analyze the proposed construction project.
- Inspect the plan itself and visit the site location frequently to ensure that the plan fits the foundation
- Write detailed reports stating what is acceptable and what needs to be changed prior to beginning the project.
- Ensure that procedure is being followed and check on safety features of the project during the time it is being completed.
- Take into consideration and follow, land use laws and regulations every step of the project execution.
- Management of architect, contractor and other consultants.
- Cost Estimations and Schedule & budget evaluation.
- Ability to read and interpret many complex charts, diagrams, maps and reports.
- Possess superior analytical skills, to complete their daily job duties in an effective and efficient manner.
- Impeccable problem solving skills and come up with a solution for such problems as quickly as possible full-blown problems and changes in execution plan.

## Educations and Certifications

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Diploma in Civil Engineering - Bangalore Technical Education Board - May 2003

Foundation In Civil AUTO CAD - CAD Center - January 2006

S.S.L.C - Goa Board - March 1998

## Computer Skills

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- Operation System - Windows NT/95/98/2000, Dos, Vista
- Applications : MS Word, MS Excel, Ms PowerPoint, MS Access
- Construction Application - Auto Cad

Languages: English, Hindi, Urdu and Konkani

## Key Skills

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- Proven track record in implementing operating procedures.
- Excellent computer skills in Microsoft Suite.
- Experience in working with multiple discipline projects.
- Appetite for quality management, cost control and getting processes to deliver as planned
- Excellent interpersonal & communication skills.
- Appreciation towards diversity, desire to work with different people in different cultures.
- Ability to work in a pressured environment, Confident and hardworking
- Excellent organizer of long & short term tasks.
- Career oriented person with an objective to have a stable and secured position.

## References

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References can be provided upon request