

Nayab Khan

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Personal Profile

A dedicated and self-motivated student of Civil Engineering that is committed to become a dependable Senior Civil Engineer. Have Previously worked as Sheet Metal Worker, Personal Tutor, and Courier Driver, developing a large range of skills and insights related to civil matters from an engineering and social perspective.



Education

The University of Sydney

Bach of Engineering Honours (**Civil Engineering**) / Bach of Commerce (**Business Analytics**)

(February 2019 – December 2023)

Skills

- **Organisational and Time Management Skills:** It is essential that tasks are completed as soon as possible and should not be left till last minute, I strive to ensure all tasks are completed in a time efficient manner without sacrificing quality.
- **Attention to detail:** As a Civil Engineering student and former Sheet Metal Worker, I ensured maximal accuracy and clean templating so that my work is consistent and comprehensible by peers.
- **Self-Motivation:** As a student of Civil Engineering, I strive to become Senior Engineer and be involved in as many major projects that have direct impact on the lives of everyday civilians. I am thus a self-motivated student of engineering with a goal to strive towards.
- **Honesty and Reliability:** An honest and reliable employee who values an environment where people get their part done.
- **Team Player:** Demonstrated ability to work as a team when working on installations as a sheet metal worker, and while managing the factory on days the boss was away.
- **Language Skills:** Fluent in English

Experience

Personal Tutor | Sydney, NSW

Personal Tutor, 01/2019 – 12/2019

- Analysing behaviours of students to determine thought processes and weaknesses.
- Developed patience to deal with limitations of others.
- Ensured a positive environment in which students were determined to learn.
- Help achieve a band 6 for all my students in mathematics.

Absolute Commercial Kitchens | Sydney, NSW

Sheet Metal Worker, 11/2018 – 07/2019

- Coordinated and planned tasks, while determining necessary material required to complete tasks.
- Was involved in the entire process of visualising product to templating on metal sheet to cutting out, folding, and welding the sheet metal into product such as bench, duct, exhaust.
- Was repeatedly given complex templating tasks which required creative and innovative thinking as I was the only person that could do it in an efficient and accurate manner.
- Looked at civil drawings of commercial kitchens and fabricated the products required.
- Worked on multiple installation jobs.
- Worked overtime on a regular basis due to demand, demonstrating my flexibility.

Star Track | Sydney, NSW

Courier Driver, 12/2021 – Current

- Responsible for operating a delivery van and completing consignments, averaging 75 orders a day.
- Plan efficient delivery routes based on consignments on daily basis, ensuring fast deliveries.
- Perform safety and maintenance checks on vehicle.
- Manage company disputes with clients in a satisfactory manner.
- Trained other courier drivers.
- Re-arrange routes to maximize efficiency based on, on the go changes to traffic.
- Learnt basics of how to calculate and mark-up numerous deposited plans
- Completed numerous traverses of varying sizes

References

Reference available upon request