

# MUDASSIR ALI KHAN

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## CAREER OBJECTIVE

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To work in a stimulating environment and strive to uphold the standards of the organization which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging & creative environment.

## SPECIAL COURSES & TRAINING

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- 1 month **Skill Development Programme** in **Auto CADD** from **06/09/2006** to **05/10/2006** at **Nodal Centre for Entrepreneurship Management Development (EMD), University Polytechnic, Aligarh Muslim University, Aligarh (Sponsored by AICTE, Govt. of India).**
- 3 days **Entrepreneurship Awareness Programme** held on **12/03/2007** to **14/03/2007** at **Nodal Centre for Entrepreneurship Management Development (EMD), University Polytechnic, Aligarh Muslim University, Aligarh (Sponsored by AICTE, Govt. of India).**

## SUMMARY OF WORK EXPERIENCE (FROM PRESENT TO PAST)

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**1. Company** : AL-LATIFIA TRADING & CONTRACTING COMPANY  
**Address** : P.O. BOX No. 57588, Riyadh, 11584, K.S.A.  
**Position Held** : Site **QUANTITY SURVEYOR (Civil & Architectural Works)**  
**Period (From To)** : 21 November, 2012 – 1 October, 2015

### Key Job Responsibilities

- Reviewing the scope of work and Engineering Standard based on client requirements for the project.
- Preparing of Material Take-Off base on drawing (IFC) issued for construction thru Method of Measurement.
- Preparing and invoicing of monthly billing as per the required and approved by the client.
- Checking the monthly invoice of sub-contractors payments and prepared payment certificates.
- Preparing of Change Order thru Lump Sum, New Unit Rate and Day Work.
- Receiving all material delivery at site and prepare estimates on material requirement on site including sourcing.
- Reviewing and raising out of technical queries and point of discussion to the client.
- Analyzing consolidated Quantities as per client's requirements.
- Going Site Visit for better visualization of work quantity.

## PROJECT ACCOMPLISHED:

- *AL-LATIFIA TRADING & CONTRACTING COMPANY.*
- *CLIENT: Ministry of Health – Kingdom of Saudi Arabia (Ongoing Project)*
- *PROJECT: General Hospital 100 Bed Project, Al-Jummom – MINISTRY OF HEALTH PROJECTS,*
- *CONSULTANT: Saudi Consolidated Engineering Company, Khatib & Alami.*
- *PMO: HILL International*

**2. Company** : RAMKY INFRASTRUCTURE LIMITED  
**Address** : Gulmohar Avenue, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082, A.P., India  
**Position Held** : Site Engineer  
**Period (From To)** : 15 JULY 2011 – 5 NOVEMBER 2012

**Key Job Responsibilities**

- To provide Quality & timely execution of construction activities as per contract document.
- Construction activities like surveying, slab casting, quality control procurement, concreting, checking for Columns, beams, shuttering, reinforcement.
- Day to day activities also involve managing people so as to get the work done as per the client expectations.
- Supervising project activities thru foreman & Sub-Contractor in accordance w/ the plan & specifications within the project time table.
- Planning activities according to deadlines & reviewing Structural & Architectural drawings.
- Reporting verbal and documented daily progress directly to Client.

**PROJECT ACCOMPLISHED:**

- *RAMKY INFRASTRUCTURE LIMITED*
- **CLIENT: INDIABULLS INFRA CONSTRUCTION LIMITED**
- **PROJECT:** Enigma Residential Towers (2B+G+22), Gurgaon, Haryana, India
- **CONSULTANT:** Technical Projects Consultants Pvt. Ltd.
- **ARCHITECT:** ARCOP Associates Private Limited

**QUALIFICATION:**

YEAR	NAME OF THE EXAM	COLLEGE /INSTITUTION	BOARD/ UNIVERSITY	PERCENTAGE
2011	B.E. (Civil)	V.M.K.V. Engg. College	Vinayaka Missions University, Salem	73
2007	Diploma in Architectural Assistantship	University Polytechnic, Faculty of Engg. & Tech.	Aligarh Muslim University, Aligarh	63.88
2004	HIGH SCHOOL	Sree Jain Vidyalaya	West Bengal Board of Sec. Edu.	69

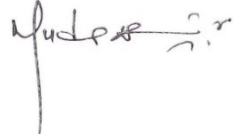
**COMPUTER & IT SKILLS:)**

- MS-Office
- AutoCAD (All Version)
- Knowledge of Window 98/00/XP/Vista/7/8/10
- Issues Concerning Internet, Installation and Formatting of Operating System(Win-XP, Win-Vista & Win-7), etc

**PERSONAL DATA**

**Nationality** : Indian  
**Date of Birth** : 12 March 1988  
**Marital Status** : Married  
**Languages** : English, Hindi & Urdu  
**Membership** : Saudi Council of Engineers

**Place:** New Delhi, India

  
(MUDASSIR ALI KHAN)