

MUHAMMAD UMAIR

Current Location: Al- Jubail, Western Province

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[Transferable Iqama](#)



To work for a growing and dynamic organization, where I can contribute my Professional Engineering skills to manage the medium/ large scale project and develop human resources skills for the effective utilization of their skills to benefit the organization, I strongly believe organized team work play vital role for achieving milestones and enhance the profitability of the organization.

Quality Control is my passion to get work done precisely as per specification and international standards.

EDUCATION

- BSC (Civil Engineering and Technology) (2013-2017) from Bahauddin Zakariya University (BZU) Multan, Punjab Pakistan. CGPA 3.23 / 4.00
- FSC (HSSC Higher Secondary School Certificate) from Board of Intermediate and Secondary Education Gujranwala Punjab Pakistan.
- Matriculation (SSC Secondary School Certificate) from Board of Intermediate and Secondary Education Gujranwala Punjab Pakistan

SKILLS

- Microsoft Word, Excel, Power point, MS Project
- Blue Beam
- Auto Cad 2D & 3D
- Primavera P6, Trimble Software
- Project Management

PROFESSIONAL CERTIFICATES

- Registered Graduate Engineering Technologist (Life Time Membership)
National Technology Council Pakistan (NTC)
- BUILDING FIRE TEAM TRAINING (February 2021)
Company: CARE WING (ADVISORY / TRAINING)



PERSONAL SKILLS AND COMPETENCES

- Enthusiasm and Commitment
- Passion for Learning
- Being able to Visualize
- Problem Solving
- Leadership Skills
- Analytical Thinking

SELF DESCRIPTION

- HIGHLY ENERGETIC, SELF- MOTIVATED WITH CREATIVE APPROACH
- CARING AND SENSITIVE TOWARDS SOCIAL ISSUES.
- BELIEVE IN COLLABORATIVE WORKS IN SOCIETY
- CARING AND SENSITIVE TOWARDS SOCIAL ISSUES. BELIEVE IN COLLABORATIVE WORKS IN SOCIETY
- ANALYTICAL THINKER WITH EXCELLENT COMMUNICATION SKILLS
- ENJOY OUTINGS AND ADVENTUROUS TRIPS
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EXPERIENCE

WORK EXPERIENCE IN SAUDI ARABIA (3.5 Years)

WORK EXPERIENCE IN PAKISTAN (2 Years)

WORK EXPERIENCE IN QATAR (2 Years)

JAN 03, 2024 – TO April 08, 2025

CIVIL ENGINEER, EXPERTISE CONTRACTING CO.LTD



PROJECT: M-1 PROJECT UMLUJ
POSITION: CIVIL ENGINEER
CLIENT: CROWN PRINCE PRIVATE AFFAIRS (CPPA)
DURATION: 21-January 2025 to April 08
DEPARTMENT: EMBS (EXPERTISE Modular Building System)
SITE ADDRESS: UMLUJ

PROJECT: SINDALAH MAINLAND ACCOMMODATION PROJECT
POSITION: CIVIL ENGINEER
CLIENT: NEOM
DURATION: 02-July 2024 to January 20
DEPARTMENT: EMBS (EXPERTISE Modular Building System)
SITE ADDRESS: SINDALAH NEOM

PROJECT: NRC (NEOM RESIDENCY CAMP 17, 18)
POSITION: CIVIL ENGINEER
CLIENT: NEOM

RESPONSIBILITIES:

1. Manage all activities from execution to finishing stage of building including all activities like Erection, Insulation, installation of gypsum & cement board, water proofing, installation of handrails & cage ladders, floor coverings, glass & phenolic installation, false ceilings, Epoxy & paint activities,
2. Coordinate with QA/QC for inspections, electrical, plumbing and HVAC team for upcoming activities
3. Reporting to construction manager on daily basis
4. Verifying that the materials are in excellent condition and meet the requirements stated in the purchase order.
5. Preserving all documents related to high-quality documentation.
6. Verifying the completed product's dimensions and outward look.
7. Making certain that the raw materials utilized are in accordance with the work specification.
8. Writing the report for the QC Inspection and daily accomplishments.
9. If there is a divergence from the fabrication, material specifications, or shop drawings, a non-conformability report must be made.
10. Labeling or designating the impacted goods that require repair in order to stop the fabrication process from continuing.
11. If a process or specification has to be improved, a Corrective Action Report should be prepared.
12. Ensuring that completed goods are packaged properly to avoid loss or damage during transit.
13. Maintaining the functionality and quality of the inspection tools.
14. Verifying that materials are correctly labeled and marked when they are packed.
15. Keeping in daily contact with production regarding issues pertaining to quality.
16. Ensuring the usage of only updated or revised drawings
17. Creating 2D and 3D drawings and designs using Auto Cad and solid works.
18. Providing technical assistance to members of multi-disciplined team.
19. Performing Regular site visits, Inspections, Audits and surveys.
20. Performing general construction duties on sites.
21. Supervising junior staff, contractors and sub-contractors.
22. Working towards strict deadlines, often under continues pressure.
23. Overseeing construction works being completed on sites.
24. Establishing a project brief and budget proposals before start of a project.
25. Assessing the potential risks of project.
26. Attending regular multi-disciplined meetings to discuss projects.
27. Regularly checking progress of works according to the schedule.
28. Managing budgets and other project resources.
29. Maintaining safety on site through promoting a safety culture.
30. Layout of cotton go down shall foundations like Excavation layout, P.C.C layout, and Raft layout, Walls up to & above finishing floor level, Valley Beams and roof.
31. Monitor work done by subcontractors ensuring progress as per program quality and safety.
32. Quantities of materials according to drawings and specifications.
33. Check the quality of material like concrete.
34. Quantity surveying according to drawings and Sub Contractor bills.
35. Steel Bar bending schedules.
36. To supervise the structure works and control of quality of works.
37. Monitor work done by subcontractors ensuring progress as per program quality & safety.

38. Final inspection of reinforcement according to the structural and architectural drawings before the Commencement of concrete works.
39. Responsible to make regular site inspections to monitor sub-contractors compliance with safety Program.
40. Ensuring that safety precautions are implemented during construction works.
41. To Supervise the Shuttering of pile Cap, Transom, girders and retaining wall.
42. To Supervise the Structure works and Control of quality of works.
43. Monitor work done by subcontractors ensuring progress as per program quality and safety.
44. Final Inspection of reinforcement according to the structural and architectural drawings before the commencement of concrete works.
45. Supervise and scheduled new construction and repair works.
46. Supervise civil works, taking out quantities, preparation of progress reports.
47. Everyday feedback of work progress to site Project Manager.
48. Responsible to make regular site inspections to monitor sub contractor's compliance with safety program.

March 01, 2023 – TO December 31, 2023

CIVIL ENGINEER, ALFANAR



PROJECT:	TUWAIQ CASTING & FORGING FACILITY
POSITION:	CIVIL ENGINEER
CLIENT:	DOOSAN
COMPANY:	ALFANAR
DURATION:	01 March 2023 to 31 December 2023

RESPONSIBILITIES:

1. To supervise the structure works and control of quality of works.
2. Monitor work done by subcontractors ensuring progress as per program quality & safety.
3. Final inspection of reinforcement according to the structural and architectural drawings before the Commencement of concrete works.
4. Responsible to make regular site inspections to monitor sub-contractors compliance with safety Program.
5. Ensuring that safety precautions are implemented during construction works.
6. To Supervise the Shuttering of pile Cap, Transom, girders and retaining wall.
7. To Supervise the Structure works and Control of quality of works.
8. Monitor work done by subcontractors ensuring progress as per program quality and safety.
9. Final Inspection of reinforcement according to the structural and architectural drawings before the commencement of concrete works.
10. Supervise and scheduled new construction and repair works.
11. Supervise civil works, taking out quantities, preparation of progress reports.
12. Everyday feedback of work progress to site Project Manager.
13. Responsible to make regular site inspections to monitor sub contractor's compliance with safety program.

NOVEMBER 01, 2022 – TO 18 February, 2023

CIVIL ENGINEER, SAAD AL ESSA



PROJECT:	Construction of Sales Gas Supply Pipe Line
POSITION:	CIVIL ENGINEER
CLIENT :	SWCC (Saline Water Conversion Corporation Yanbu)

COMPANY: SAAD AL ESSA
DURATION: 01 November 2022 to 18 February 2023
SITE ADDRESS: YANBU
Joint Venture between SICIM & Al Sharif Group holding

RESPONSIBILITIES:

1. Verifying that the materials are in excellent condition and meet the requirements stated in the purchase order.
2. Preserving all documents related to high-quality documentation.
3. Verifying the completed product's dimensions and outward look.
4. Making certain that the raw materials utilized are in accordance with the work specification.
5. Writing the report for the QC Inspection and daily accomplishments.
6. If there is a divergence from the fabrication, material specifications, or shop drawings, a non-conformability report must be made.
7. Labeling or designating the impacted goods that require repair in order to stop the fabrication process from continuing.
8. If a process or specification has to be improved, a Corrective Action Report should be prepared.
9. Ensuring that completed goods are packaged properly to avoid loss or damage during transit.
10. Maintaining the functionality and quality of the inspection tools.
11. Verifying that materials are correctly labeled and marked when they are packed.
12. Keeping in daily contact with production regarding issues pertaining to quality.
13. Ensuring the usage of only updated or revised drawings

NOVEMBER 22, 2021 – TO 20 October 2022

CIVIL ENGINEER, CREC-9



PROJECT: King Salman International Maritime Yard Development Project
POSITION: CIVIL ENGINEER
CLIENT: ARAMCO
COMPANY: CREC-9
DURATION: 22 November 2021 to 20 October 2022
SITE ADDRESS: RAS-AL-KHER

RESPONSIBILITIES:

1. Verifying that the materials are in excellent condition and meet the requirements stated in the purchase order.
2. Preserving all documents related to high-quality documentation.
3. Verifying the completed product's dimensions and outward look.
4. Making certain that the raw materials utilized are in accordance with the work specification.
5. Writing the report for the QC Inspection and daily accomplishments.

PROJECT: EMAAR SEA VIEW PROJRCT
POSITION: CIVIL ENGINEER
CLIENT: EMAAR PAKISTAN
COMPANY: HRSG OUTSOURCING PVT.LTD
DURATION: 05 October 2020 to 31 October 2021
SITE ADDRESS: DHA PHASE VIII KARACHI

RESPONSIBILITIES:

- Check the Civil Maintenance of Operational seven towers (EMAAR Pearl Tower, Reef Towers & Coral Towers)
- To check upon the requirement of towers, which was not in the domain of Previous contractor, that task discuss with the management, got budget approval, then initiate to the Procurement Department
- All the civil tasks performed on time and accordingly BOQ Specification which mention on vendor PO under my observation and report to facility manager
- Speed Humps, Lane Dividers & Wheel Stopper in the Pear and Reef tower basements
- Installation of Taiwan SS-304 Monkey Ladders for the access of workers. MS Cages for the protection of Generators in the janitorial rooms of the towers
- Aluminum 1.6mm Louver Cages for the protection of Electrical Panels, Swimming Pool Geysers and VRF Out Doors
- Construction of Security Rooms, Cafeteria and Driver rooms in the EMAAR Pearl, Reef & coral Towers
- Organize workshops of different civil product companies for the awareness (JOTUN, Arrish gypsum, Flexo, Roca, Protector)
- Resolve customer complain and report to management accordingly
- Submit monthly & weekly reports to the management requirement
- Resolve the mystery shopper complains and report directly to the EMAAR Development Department
- Keep check all the services like paint, false ceiling, masonry, aluminum & MEP Services of all operational EMAAR towers.
- Raise Civil Material demands for the civil maintenance team for building operations to the procurement on the timely we need

These are some of the works which is in my domain my responsibility is work done by accordingly specifications and process vendors invoices

- Check & maintain civil team work
- Organize workshops of different civil product companies for the awareness (JOTUN, Arrish gypsum, Flexo, Roca, Protector)

- Resolve customer complain and report to management accordingly
- Submit monthly & weekly reports to the management requirement
- Resolve the mystery shopper complains and report directly to the EMAAR Development Department
- Keep check all the services like paint, false ceiling, masonry, aluminum & MEP Services of all operational EMAAR towers.
- Raise Civil Material demands for the civil maintenance team for building operations to the procurement on the timely we need

JULY 01, 2019 – TO SEP 30, 2020

FACILITY ENGINEER, REDCO INTERNATIONAL LTD

PROJECT: PROVISION AND INSTALLATION OF MEP & INFRASTRUCTURE

WORKS FOR QATAR RAIL (AL JADEDA, AL MATAR, UMM GHUWAILINA

POSITION: FACILITY ENGINEER

CLIENT: QATAR RAIL

COMPANY: REDCO INTERNATIONAL LTD

DURATION: 01 July 2019 to 30 September 2020

SITE ADDRESS: DOHA QATAR

RESPONSIBILITIES:

- Ensure all equipment and other facilities are functioning well.
- Initiate interventions to solve problems in facilities.
- Develop and execute system for regular cleaning, repair, security and maintenance of stations.
- Develop monitoring systems or programs in building in stations to detect problems at initial stage.
- Repair, maintenance and improvement.

NOVEMBER 03, 2018 – TO JUNE 30, 2019

SITE ENGINEER, MAEG CONSTRUCTION L.L.C

PROJECT: PLACE VENDOME SKYLIGHTS LUSAIL QATAR

POSITION: CIVIL ENGINEER

CLIENT: PLACE VENDOME

COMPANY: MAEG CONSTRUCTION LLC

DURATION: 03 November 2018 to 30 June 2019

SITE ADDRESS: LUSAIL CITY QATAR

RESPONSIBILITIES:

- Steel works: Removal of Installed Tow
- Crane and construction of some of Glass reinforced steel structures through Mobile Crane under my supervision and setting of frames according to the glass size and load on rectangular glass panes as per designs.
- GLAZING: AS THE SIZES OF EACH FRAME VARIES, FIXED EACH GLASS PANE ACCORDING TO ITS SUITABLE SIZE FRAME WITH THE HELP OF VACUUM PNEUMATIC GLASS SUCKER THROUGH MOBILE CRANE
- INSTALLATION OF FACADE: FILLING THE SPACES BETWEEN GLASS STRUCTURE AND CONCRETE SLAP WITH FIRE SAFE ROCK WOOL AND ALUMINUM FLASHING
- CLADDING: DONE ALUMINUM CLADDING INSIDE SOME OF THE GLASS STRUCTURES
- WATER CONTROL TESTING: FILLING SILICON IN SPACES BETWEEN TWO GLASS TO CONTROL THE WATER FOR WATER CONTROL

NOVEMBER 03, 2017 – TO OCTOBER 30, 2018

SITE ENGINEER, TAISEI CORPORATION JAPAN

PROJECT: NHA (NATIONAL HIGHWAY AUTHORITY)
POSITION: SITE ENGINEER
CLIENT: TAISEI CORPORATION JAPAN
COMPANY: ZARGHOON ENTERPRISES PVT LTD
DURATION: 03 November 2017 to 30 October 2018
SITE ADDRESS: N-70, DERA GHAZI KHAN, PAKISTAN

RESPONSIBILITIES:

- RESPONSIBLE FOR CONTROLLING MANPOWER AND EQUIPMENT AT SITE. COORDINATION WITH CLIENT QA/QC TO GET INSPECTIONS DONE. SCHEDULING FDT (FIELD DENSITY TESTS) AND GET DONE AS PER PROJECT SPECIFICATION
- Exclusively in charge for site inspections, RFI preparations and record maintaining for the Earth work, Sub Grade Sub-Base course/Base course and Retaining walls
- Coordinating with client for concrete inspection production quality and laying quality tests at site. Preparation of NCRs (non-conformity reports) at given formats and CARs (Correction Action Reports) as per project Quality Control Plan and AASHTO requirements
- Preparing and submitting weekly and monthly QA/QC and progress report to QA/QC Manager and Project Management Team
- Pile works manual and mechanical excavation check and report to management. Short Crete for slopes Protection

JULY 01, 2015 – TO SEPTEMBER 15, 2015

TRAINI ENGINEER, SADDULLAH KHAN AND BROTHERS (SKB)

PROJECT: CONSTRUCTION OF N55 DERA ISMAIL KHAN LAKKI MARVAT
ROAD UNDER CPEC (CHINA PAKISTAN ECONOMIC CORRIDOR) PROJECT
POSITION: TRAINI ENGINEER
CLIENT: NHA (NATIONAL HIGHWAY AUTHORITY)
COMPANY: ZARGHOON ENTERPRISES PVT LTD
DURATION: 01 July 2015 to 15 September 2015
SITE ADDRESS: N-55, DERA ISMAIL KHAN, PAKISTAN

RESPONSIBILITIES:

- Supervision of Concrete culverts/wing walls /retaining walls.
- ASSISTING SITE ENGINEER FOR SITE INSPECTIONS. WORKED AS TRAINEE QA/QC ENGINEER WITH QA/QC TEA

PERSONAL INFORMATION

Nationality : Pakistani
Languages : English, Urdu, Arabic, Punjabi
Married Status : Married
Date of Birth : 12-12-1994

COVER LETTER

Respected Sir/Madam,

I am writing to express my interest in the Civil Engineer position in your reputed Organization With the Qualification of (BS) Bachelor of Science in Civil Engineering & Technology from The Bahauddin Zakariya University Multan, Pakistan, and 07 years of experience in Civil Engineering, structural design, project management, Modular Building System etc., I am confident in my ability to contribute effectively to your team and meet the ambitious goals of your projects. This experience honed my skills in mention specific skills relevant to the job, such as AutoCAD, project budgeting, etc., and enhanced my ability to work collaboratively in cross-functional teams. I am eager to bring my background in Civil Engineering & constructional Projects to your esteemed company and contribute to innovative and sustainable engineering solutions that propel the success of your projects. continually pursue professional development opportunities to stay current with industry trends and technologies. My strong problem-solving skills and attention to detail enable me to tackle complex engineering challenges effectively. I am very excited to join you and contribute to your outstanding reputation for quality and excellence in engineering. I welcome the opportunity to discuss how my background, skills, and enthusiasm align with the needs of your team. Thank you for considering my application. I look forward to the possibility of discussing my application further.

Warmest regards,

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