



## Curriculum Vitae

**AZEEM ULLAH KHAN**

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### **OBJECTIVE:**

To seek a position in growth oriented company & move successfully by hard working ability. To move ahead on a progressive route, taking the team along irrespective of the environment & condition provided.

### **Précis:**

- Commendable experience of five (7+) years in Roads and Building Construction.
- Ability to work independently or in a team with equal efficiency.
- Proven competence in operating MS Office, Auto Cad, and Total Station.
- Willingness and capacity to learn new techniques and methods.
- Good communication and interpersonal skills.

### **EDUCATIONAL QUALIFICATION**

- ☞ **Diploma Civil Engineering (DCE) in SES SN Murthy Polytechnic Khammam from State Board of Technical Education and Training Hyderabad with 60.785%.**
- ☞ **Intermediate with Construction Technology (CT) in Mahboobia Panjetan Junior College Warangal with 76.30%.**
- ☞ **SSC in Mahboobia Panjetan Boys High School with 58.83%.**

### **PROFESSIONAL EXPERIENCE**

**Civil Site Supervisor / Site Engineer**

**Jan 2015 to Sep'2018**

**NAFAL ROAD CONSTRUCTION CO LLC (Muscat –Oman)**

**Projects: (ADAM, IBRA & SUWAIQ INTERNAL ROADS)**

**Client: MRMWR (Ministry of Regional Municipalities and Water Resources), Muscat-Oman.**

Worked as a Civil Site Supervisor / Site Engineer in Nafal Road Construction LLC (Muscat –Oman) from January 2015 to September 2018.

### **Duties and Responsibilities:**

- ❖ Responsible person for day to day site work.
- ❖ Taking approvals from concerned departments MRMWR, Ooreedo etc before starting of work.
- ❖ Communicate scope of work requirement with foreman's, review production and quality.
- ❖ Schedule, monitor and supervise all sub contractor work quality and production levels to ensure the highest standards are achieved.
- ❖ Follow up with site engineers of sub-contractors to ensure that work is being carried out as per design, drawings and specifications.
- ❖ Weekly site inspection with Municipality Engineers with Client MRMWR Engineers.
- ❖ Quantity and track all materials inclusive of ordering, inspecting and verifying from suppliers.
- ❖ Maintain accessibility and on-going communication on a full time basis with engineers, consultants, suppliers etc.
- ❖ Provide all reporting reports to head office (Monthly progress report, labour time-sheet etc.).
- ❖ Resolve day to day field personal issues and send incident site reports to head office.
- ❖ Interact with project manager, designer, surveyor for clarification in design of road drawings.
- ❖ Competent in reading and understanding specifications, drawings and all other discipline related to the project.
- ❖ Make invoice bills for sub-contractor work.
- ❖ Maintain site petty cash for site work.
- ❖ Arrange materials for sub-contractor work at site.
- ❖ Ensure site safety.

**Assistant Engineer (APHCL Warangal)**

**Jan' 2012 – Feb' 2014**

**ANDHRA PRADESH HOUSING CORPORATION LIMITED (Greater Warangal)**

**INDRAMMA HOUSING**

Two years worked as an Assistant Engineer in Andhra Pradesh Housing Corporation Limited Warangal from the period January 2012 to February 2014. (INDRAMMA HOUSING SCHME).

### **Duties and Responsibilities:**

- ❖ Responsible person for one Mandal (District wise).
- ❖ Check all such Indira houses which crossed a stage basement level (BL) to roof level (RL) and record the progress in the measurement book (M-Book).
- ❖ Check the eligibility of the beneficiaries in online who are selected for the indirama housing scheme in mandal wise.
- ❖ Visit the field extensively to check any irregularities either in payments or in the cement supply and take action against any erring housing department officials in due consultation with district collector.
- ❖ Check the online payment system and verify if any discrepancies are found between the field levels.
- ❖ Should be responsible to ensure the weekly payments are made without fail in mandal to all the persons who have crossed a stage of construction as per schedule of payments.
- ❖ Every week meeting and discuss with Dy.E.E regarding the progress of work.
- ❖ Receiving cement release order (CRO) and payment release order (PRO) cheques from head office and release the cement and payment to beneficiaries.

- ❖ Monthly wise attend meeting with head office staff at Dist. Collector office and submitted CRO & PRO beneficiaries' data to Dist. Collector.

**Site Supervisor (Greater Warangal Municipal Corporation, Warangal) Aug' 2009 – Nov' 2011**  
**SAJID ASSOCIATES WARANGAL (1<sup>st</sup> class Civil Contractor)**

Two years worked as a Road Site Supervisor in Greater Warangal Municipal Corporation Warangal.

**Duties and Responsibilities:**

- ✓ Supervision of general road works on site.
- ✓ To read the drawing and technical specification on daily basis and check with engineer for clarification.
- ✓ Maintain petty cash for site work.
- ✓ Ensure that all the materials used are according to the specifications.
- ✓ Daily submit site report to Site Engineer.

**STRENGTH**

- High motivated strong ethics and providing efficient service.
- Ability to work under pressure.
- Positive attitude and confident person.
- Good communication skills

**PERSONAL DETAILS**

Fathers Name : Sarfraz Ullah Khan  
Date of Birth : 2<sup>nd</sup> August 1989  
Marital status : UN-Married  
Nationality : Indian  
Language : English, Arabic, Urdu and Telugu  
Religion : Muslim

**Passport Details:**

Passport Number : **J 5496319**  
Date of Issue & Expiry : **13/07/2011 & 12/07/2021**  
Visa Status : **Visit**

Permanent Address: # 9-4-76, Zam Zam Masjid, Charbouli, Warangal.Telangana State.

**Declaration:**

I hereby declare that above mentioned information is true to the best of my knowledge.

DATE:

PLACE:

**(AZEEM ULLAH KHAN)**