

In The Name Of ALLAH Who Is The Most Beneficent And The Most Merciful.

Curriculum Vitae

CAREER OBJECTIVE:-

Seeking for challenging position as **Civil Engineer/Quantity Surveyor/Supervisor/Foreman**, where I can use my planning, designing and overseeing skill in construction and help grow the company to achieve its goal. I am confident that I can face all challenges and achieve targets which are assigned to me. I will leave no stone unturned (**IN SHA ALLAH**) to accomplish my duties to the entire satisfaction of my seniors.

PROFESSIONAL EXPERIENCE:-

TOTAL 07 YEAR'S

- **3.** Worked with **KANZ GROUP** General Contracting Company, **SAUDI ARABIA**

Project No. 06:

- ✦ **Client:** King Abdulaziz Airbase-(KAAB)-Dhahran Khobar
- ✦ **Consultant:** Zahran Operations & Maintenance Co.
- ✦ **Position:** **PROJECT ENGINEER CIVIL**
- ✦ **Work Period:** November-2016 to April-2018 (18 Months)

⇒ **Main Tasks:**

- Preparation of monthly progress bill, Reports, & Checking the Valuation of variations and the variation Claims.
- Development of overall project plan and construction schedule.
- Mobilization of resources, manpower, equipment's, materials in co-ordination with the project controller.
- Execution of works within the parameters of time, cost, profit, quality, productivity and collection.
- Ongoing monitoring of project progress, adherence to contract specifications, quality and standards.
- Responsible for execution of works as per contracts specifications of the sections.
- Co-ordinate and help the site engineers to plan for the labor and materials requirements.

Project No. 05:

- ✦ **Client:** King Khalid Military City-(KKMC)-Hafr Al Batin
- ✦ **Consultant:** Operations & Maintenance Co. GDMW
- ✦ **Position:** **PROJECT ENGINEER**
- ✦ **Work Period:** September-2016 to November-2016 (02 Months)

⇒ **Main Tasks:**

- Plan, prioritize, assign, supervise, review, and participate in the work of staff responsible for facility maintenance like Civil, Electrical & Plumbing.
- Confer with supervisory personnel, owners, contractors and design professionals to discuss and resolve matters such as work procedures, complaints and construction problems.
- Monitor the project activities to identify potential hazards and take steps to eliminate them.
- Preparation and approval of inspection, test plan and necessary formats.
- Co-ordinate to execution team during testing of materials, works and recommends necessary corrective and preventive actions to control the nonconforming products and works.
- Ensuring construction works complies with all engineering, standards, codes specification and design instruction. Identifying, any problems/issues that may delay the progress of work, such as manpower, equipment, sequence and method statements.

Project No. 04:

- ✦ Client: SAUDI ARAMCO (Saudi Arabian Oil Company)
- ✦ Contractor: Nesma & Partners Contracting Co.
- ✦ Project: Jubail Bulk Plant-Jubail Industrial City
- ✦ Position: **SITE ENGINEER**
- ✦ Work Period: October-2015 to May-2016 (07 Months)

⇒ **Responsibilities:**

- Works involve Project planning, Scheduling, Cost Estimation, Cost Control & Day today Monitoring
- Works involve Quantity Estimation & Finalizing Sub contractors bill.
- Responsible for day-to-day execution of the entrusted works as per the approved plans.
- Provide effective supervision to carry out the work as per the contract specifications.
- Maintain proper discipline and punctuality at site.
- Co-ordinate with sub-contractor, PRW for achieving production targets.
- Maintain the quality of works and ensure safety procedures are followed.
- Maintain proper records for billing, utilization of resources etc.

Project No. 03:

- ✦ Client: Saline Water Conversion Corporation-(SWCC)
- ✦ Consultant: Pory Engineer A/G
- ✦ Contractor: Consolidated Contractors Company-(CCC)
- ✦ Project: Ras Al Khair Power & Desalination Plant-(RKPP)
- ✦ Position: **SITE ENGINEER**
- ✦ Work Period: October-2014 to October-2015 (12 Months)

⇒ **Responsibilities:**

- Planning, Execution, Supervision and quality assurance of various day to day construction activities on site.
- Responsible for quality control during the construction phase ensuring the works are carried in accordance with the specification and drawings.
- Responsible in controlling all documents of contractor and consultant.
- Prepare daily weekly and monthly report of manpower progress and construction activities.
- Promotes safe working practices among all personnel.

➤ **2.** Worked with (EKL) Engineering Kinetics (PVT) Limited Lahore, Pakistan

Project No. 02:

- ✦ Client: E2E Business Enterprises (Pvt) Ltd
- ✦ Consultant: Petrochemical Engineering
- ✦ Project: "BASANTI" For 400 TPD Solvent Extraction Plant
- ✦ Position: **SITE SUPERVISOR (CIVIL)**
- ✦ Work Period: July-2012 to September-2014 (26 Months)

⇒ **Responsibilities:**

- Maintains staff by recruiting, selecting, orienting, and training employees, developing personal growth opportunities.
- Maintain safe and healthy work environment by establishing and enforcing organization standards, adhering to legal regulations.
- Completes operations by developing schedules, assigning and monitoring work, gathering resources, implementing productivity standards, resolving operation problems, maintaining reference manuals, implementing new procedures.
- Maintains professional and knowledge by attending educational workshops, reviewing professional publications.

- **1.** Worked with (**DHAC**) Defense Housing Authority Construction Company Lahore, Pakistan.

Project No. 01:

- ✦ Position: QUANTITY SURVEYOR (QS ENGINEER)
- ✦ Project: 10 Marla Housing Scheme, DHA PHASE 6 LAHORE CANTT
- ✦ Work Period: 01-July-2011 to 28-June-2012 (12 Months)

⇒ **Key Accomplishment:**

- Responsible for billing for the site as well as oversee sub-contractors billing and reconciliation.
- Preparation and submission of monthly bill to client.
- Ensure proper record keeping documentation for billing.
- Formulation of work order of sub-contractors.

TECHNICAL SKILLS:-

- ✓ Auto CAD 2D,3D
- ✓ STAAD pro
- ✓ Auto Revit
- ✓ ETABS
- ✓ Robot Structural Analysis
- ✓ 3DS Max
- ✓ Infra works 360
- ✓ Primavera
- ✓ Quantity Take off
- ✓ Microsoft Project

DRIVING LICENSE:-

- Saudi Arabia
- Pakistan

PROFICIENCY IN LANGUAGES:-

Can Read, Write, Speak fluently & Understand.

- Arabic
- English
- Urdu
- Punjabi

AWARDS & ACHIEVEMENTS:-

- Secured 1st Position in Quantity Surveyor from Pakistan Industrial Technical Assistance Centre Lahore.
- Got 1st Position in AutoCAD from Soft Solutions College (SSC) Gujranwala.
- Got Throughout 1st Positions from New Flower High School (NFHS) Kotli Nawab.
- Participated in various technical conferences.

KEY SKILLS & INTERESTS:-

- Quick learning and understanding ability.
- Leadership and project management.
- Internet research.
- Books reading.
- Patience & Good stamina.
- High level of professionalism.
- Hard worker.
- Good knowledge of Civil Engineering equipment's.
- Well versed all the Civil Engineering terminologies.

PERSONAL PROFILE:-

- **Name:** Muhammad Mateen Aslam
- **Father Name:** Muhammad Aslam
- **Sex:** Male
- **Religion:** Islam
- **Marital Status:** Married
- **Visa Type:** Tourist (Visit Visa)
- **Passport Number:** EC1809172
- **CNIC Number:** 34102-5382917-3
- **Nationality:** Pakistani
- **Place of Birth:** Gujranwala, Punjab. Pakistan
- **Date of Birth:** 04-08-1990 (28 Year's)
- **Contact Number:** **00971-56 48 45 747/0092-301 34 44 374**
- **Email Address:** civil.engr.mateen@gmail.com
- **Current Location:** International City Morocco Cluster, **Dubai. UAE**

**ACADEMIC RECORD:-**

Qualification	Board / University	Year of Passing	Obtained Marks/Grade
Bachelor	Allama Iqbal Open University (AIU) Islamabad	2012	648 / B
Diploma of Associate Engineer CIVIL TECHNOLOGY (DAE)	Punjab Board Of Technical Education (PBTE) Lahore	2011	2476 / A
Intermediate_(HSSC)	Board Of Intermediate and Secondary Education(BISE)Gujranwala	2008	549 / D
Matric_(SSC)	Board Of Intermediate and Secondary Education(BISE)Gujranwala	2006	653 / B

SPECIAL SHORT COURSES:-

Course Name	Institution	Year of Passing	Obtained Grade
IELTS	AEO Pakistan	2012	5.0 Band
Quantity Surveyor	Pakistan Industrial Technical Assistance Centre(PITAC)Lahore	2011	A+
AutoCAD 2D & 3D	Soft Solutions College Gujranwala	2010	A+
MS Office Management	Soft Solutions College Gujranwala	2007	A

CERTIFICATION:-

I do hereby declare that this resume correctly describes my qualifications, experiences and self to the best of my knowledge and I shall ever discharge my duties with dedication and to the entire satisfaction of the superiors.

MUHAMMAD MATEEN ASLAM (Pakistani, 28 Yrs Married, 07 Yrs Experience)

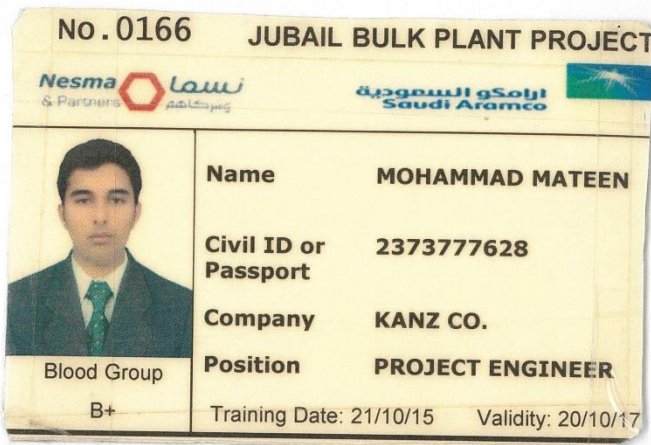
PROJECT ID's DETAIL

Project No. 06:

- ✦ **Client:** King Abdulaziz Airbase-(KAAB)-Dhahran
- ✦ **Consultant:** Zahran Operations & Maintenance Co.
- ✦ **Work Period:** November-2016 to April-2018 (18 Months)
- ✦ **Project Value:** SAR 13 Million

Project No. 04:

- ✦ **Client:** SAUDI ARAMCO (Saudi Arabian Oil Company)
- ✦ **Contractor:** Nesma & Partners Contracting Co.
- ✦ **Work Period:** October-2015 to May-2016 (07 Months)
- ✦ **Project Value:** SAR 05 Million



Project No. 03:

- ✦ **Client:** Saline Water Conversion Corporation-(SWCC)
- ✦ **Consultant:** Poyry Engineer A/G
- ✦ **Contractor:** Consolidated Contractors Company-(CCC)
- ✦ **Work Period:** October-2014 to October-2015 (12 Months)
- ✦ **Project Value:** SAR 08 Million

