

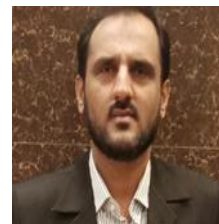
SHAKEEL KHAN

Civil Engineer

Cell : +966508106472

Email :shakelengr_123@yahoo.com •

Address : Arar City, Saudi Arabia



Summary

Having almost 15-year extensive professional experience on different projects like Construction & supervision of High rise Building Projects including structure & architecture works, In addition I have supervised on Infrastructure Projects like water supply & sewerage system, roads and construction of treatment plants. . I have also worked in Kuwait & Jordan at Building Projects to analysis the stability of existing structure by NDT testing (like Capo test, Schmidt hammer & Core cutting testing works) with Consultant. My ambition is to serve in a progressive organization that provides a congenial working environment and vast opportunity for professional growth.

Skills

Project Management, Leadership & Team Management, building supervision works including structural & architectural, scheduling, vendor Management, Budgeting, Estimating & Verify rate running contract as per execution of works.

Education

- Master's degree in Project Management 2018-2019
Muhammad Ali Jinnah University, Karachi, Pakistan
- Bachelor Degree in Civil Engineering (B.Tech, Pass/Hons) 2006-2009
NED University of Engineering & Technology, Karachi. Pakistan
- Diploma of Associates Engineer (D.A.E, Civil Engr.) 1999-2001
Sindh Board of Technical Education, Karachi.

Affiliation

I am a member as "Professional Engineering Technologist" in National Technology Council, (NTC) Pakistan.

Computer Skills & Management Certificates

I have training certificates as per industry need, like Crisis management, effective conflict management, Team management, negotiation & self-managements and BCM from Habib Group learning center.as well as use computer software like MS Office, MS Project, AutoCAD, MMD.

Professional Experience



Habib Group

Karachi, Pakistan

Head Office, Operation Division.

Officer Premises (Project Manager)

Sep- 2019 – Jan- 2025

Project:

Construction & renovation works of Habib Group, Head Office Building, approx. covered area of building is 60000 sft. In addition, as a client worked on multiple projects as per need & requirements with Consultant/Architects office.

During my job in HMB, I have worked as a Project Manager (Officer Premises) in Operation Division

My responsibilities include,

- Manage all the Activities of Projects from Initial phase to Completion Phase of Project.
- Coordinate with Consultant for Projects Layouts and after finalized the Layouts, Initiate the Tendering Process with different Vendors. Conduct meeting with all stakeholders to discuss project progress.
- Ensure that all projects are deliver on-time, within scope and within Budget.
- Supervise all Project Activities, (Structural, Architectural, Plumbing etc with related dwgs

(K&A) M/s Khalid & Associates

Karachi, Pakistan

(Arch, Engineers, Proj.Managers)

Civil Engineer

April- 2016 – Aug-2019

In Consultancy firm, I have worked on different Projects as a Civil Engineer. I have worked on different projects of Building/Infrastructure/Interiors/Project Management.

My responsibilities include,

- Supervise and planed complete projects and manage all the activities with different phases of construction.
- Check all the Bills of Contractors as per execution at site.
- Prepare work plan of the Projects and ensure the projects running activities as per plan.
- Prepare and check Daily Progress Report of running activities at site.
- Manage all resources as per Project requirements.



Defense Housing Authority (D.H.A)

Sub Divisional Officer

Karachi, Pakistan

May- 2012 – Jan-2016

Projects:

Construction of New Buildings, Parks, treatment plants, sewerage, water supply & roads works in New Sectors in DHA .

In D.H.A I have worked as a Civil Engineer (Sub Divisional Officer). I have supervised construction Projects like buildings, Sewerage treatments plant(STP), Infrastructure projects & development of new sectors in D.H.A with roads Sewerage systems, storm water drain, water supply & other necessary infrastructure works.

My responsibilities include,

- To check the quality of work as per Standard Procedures in new sectors of DHA.
- To coordinate the contractor and consultant on technical problems and try to reach for solve the problem.
- To verify the rate running contract (RRC) of different vendors as per required specification & standards.
- Project Management. Verification of Contractor's Bills, Co-ordination between Client, Contractors & Consultant, Calculation of Material Quantities.

Professional Experience



Habib University Foundation (HUF)
Engineer/QS

Karachi, Pakistan

Habib University Foundation

Project:

Construction of University Project, namely Habib University Foundation, Karachi,
Project Cost : 2.5 Billion

I have worked on construction of Habib University Foundation, Karachi as **freelance work** on project base only as a Civil Engineer/Qty Surveyor.

My responsibilities Include:

- Check IPC including Steel Qty as per execution of works & BOQ of Projects.
- Supervise the Work with site construction team to verify work progress as mentioned in submittal.



Army Housing Directorate(ADH)
(Pakistani Army, GHQ office, Rawalpindi)
Senior Civil Engineer

Karachi, Pakistan

Sep- 2009 – Dec-2011

Project :

Infrastructure development works of Askari-V, Malir Cantt, Karachi, Pakistan.

In Army Housing I have worked as a Senior Civil Engineer in Project namely Askari-V, Karachi. I have managed and supervise different types of projects like, Building, Shopping Complex, 1- lac gallon UGWT/OHWT, roads, water supply and sewerage lines.

My responsibilities include:

- Prepare work Plan of the projects.
- Check the RAR (Running account receipt) of the projects as per yard stick.
- Preparation of Bar bending Schedule, Infra Structure, Quality Control of work, Project Monitoring, Verification of Contractors Bills, Preparation of Running bills through Department, Project Scheduling, Daily & Weekly progress reports, Calculation of Material for project.

(K&A) M/s Khalid & Associates

Karachi, Pakistan

(Architect, Engineer, Planner)

Site Engineer

Aug- 2005 – Aug-2009

Project:

Construction of Caltex Oil Head Office Building, Interior works of factories, offices & Buildings/Bungalows.

I have worked as Site Engineer in Khalid & Associates (consultant office) on different construction Projects.

My Responsibilities Include:

- Check the structure drawings of different Projects like Buildings/Bungalows /Factories as per design. and check the steel of the structure on site.
- I supervise structure and Interior work in different Industries Buildings and Schemes.
- Managed and overall supervised the Oil Company (Caltex) head office Building's construction works.

Professional Experience



M/s Engineering Consultant Intl. (Pvt) Ltd

Karachi, Pakistan

(Consultant, Planners, Architect)

Assistant Engineer (Civil)

Jul- 2004 – Jul-2005

Project:(Pakistan, Jordan, Kuwait)

Construction of Echo Taxiway at Karachi International airport, Pakistan.

Non –Destructive testing (NDT)of existing structure of Buildings, Bridge, Jetties, Port and preparation its reports.

Supervision of construction of Buildings under Engineering Dept.

In ECIL, I have worked as Assistant Engineer (Civil).

My Responsibilities Include:

- I have supervised the construction of Echo Taxiway at Karachi International Airport, Pakistan.
- Overall supervise different structural and architectural Projects of Commercial Buildings.
- I have done NDT (Non–Destructive Testing) work at various locations on Buildings, Bridges, Jetties etc for testing its existing conditions of structure in Pakistani as well as NDT works in some Foreign countries Projects namely (Kuwait & Jordan)
- Assist Project Engineer for preparation of report for on-site condition of structure and its remedial measures.

M/s Exceed (Pvt) Ltd

Karachi, Pakistan

(Engineer, Contractor, Designer)

Assistant Site Engineer (Civil)

Jan- 2002 – Jun-2004

I have worked as an Asst.Site Engineer, In this job I have done following jobs:

- Supervise the site, layout the plot, check the steel as per bar bending schedule, estimate the quantities of the material required as per drawings & specification.
- Coordinate Consultant office to discuss dwg. & site related issues for execution of work.

Personal Detail

○ Name:	Shakeel Khan
○ Education	Graduate Civil Engineer.
○ Current location	Musadia, Northern Border , Arar, Saudia Arabia.
○ Date of birth:	25th Jun, 1980.
○ NIC no (Pakistan)	42201-0430518-7.
○ Marital Status	Married
○ Nationality:	Pakistani.
○ Passport no:	AK-4105183
○ Iqama ID :	2610152353