

Curriculum Vitae

Ghausul Saqlain

S/o. MD Kasim Khan

Rahmat Nagar, Shiblibari,

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Jharkhand, 828203

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Position Applied for : Civil Supervisor

Objective

To pursue a career where hard work, professionalism, commitment and contribution to organization drives the growth of individual. To work for the Civil and Construction Company where I can advance my skills in the field of production excel positive, self-image, stable and dependable with good sense of humor totally reflective of a company needs goal and profit.

Professional Qualification

1. Completed Course **Bachelors in Technology in civil Engineering** from **Kurukshetra University, Kurukshetra (Haryana)** with **First Class** in the year of **2022**.

Educational Qualification

1. **H.S.C Passed School from J.A.C Board with First Division** in the year of **2018**.
2. **S.S.C Passed from J.A.C Board with First Division** in the year of **2016**.

Experience Details

- I. Company : LS Interior Pvt. Ltd.**
- | | |
|--------------------|--|
| Project | : KIA's Safety Experience Training Centre |
| Designation | : Site Supervisor |
| Period | : 1st July 2022 to 30th June 2023 |
| Work | : All types Name of Construction and Interior Work |
| Location | : Kia Motors, Bangalore (India) |

II. Company Name : H.E.S Infra Pvt. Ltd.
Project : GKLIS, Pump House
Designation : Foreman
Period : 1st Aug 2019 to 30th June. 2022
Work : All types of Construction Work
Location : Kadapa, Andhra Pradesh (India)

PROFILE SUMMARY

More than 1 years of Experience in the Field of Civil and Construction for the Onshore Facilities, Construction industry as supervisor, Civil engineer.

- An innovative and self-motivated professional with approx. 1.5 years of experience of visible accomplishment in site execution, project management, billing and planning.
- A highly articulate and persuasive team builder and determined ability of motivating exceptional performance and strength to lead, organize and implement under pressure; has an eye for detail and obsession for quality of programmatic approach to problem solving and the dedication, integrity, perseverance and skill to realize dream for self and others.
- Ensuring all site activities are carried out as per technical specification and quality plan.
- Monitoring and keeping a track of record of the day today ongoing activities carried out by EPC Contractors at the site. Implementing a periodic MIS reporting of site progress.
- Analyzing the major scope of work at site (as per the Contract) and discussing with various disciplines for criticalities & strategies for timely completion of site work.
- Coordinating & Monitoring with various site contractors.
- Attending site coordination meeting with client on regular basis (weekly) for reviewing site progress & resolving problems.
- Making correspondences on regular basis with Client to build Customer relationship and sort out any disputes (technical or commercial) at site.
- Responsible for Project site activities.
- Control on site activities and commissioning progress and resolving site discrepancy reports with engineering. Coordinating with Procurement department for shortage damage report.

Job Responsibilities

- **Ensuring the work being carried out as per company specification and undertakes work according to the limit of the scope of work.**
- **To provide the necessary explanations and technical instructions to the third parties.**
- **To monitor the daily progress, performance against planned activities and produce a report recommends necessary action of review.**

- To undertake the multiple tasks including, but not limited to preparation of bill of quantity, materials ordering, reporting and preparation of monthly valuation, tracking variation and coordination with contractors.
- Through knowledge of industrial maintenance work like concrete repair electrical panel foundation and refractory repair work.
- To monitor the all civil maintenance work like concrete, sealants and grout repairs by using different types of repair materials.
- Checking activities according to revised drawing implementation of work standard and specification.
- To make site visits and check the quantity of job completed in the term of scaffolding, painting, insulation and civil services as per established contract terms and conditions.
- To verify the quantity of jobs completed as per site completion with respect to the invoice submitted by contractor for the civil services.
- Preparation of bill of quantity, material ordering, preparation of progress report and tracking coordination with contractors as per the instruction from the host supervisor.
- To afford the necessary instruction on the job to contractor's supervisors tracking of extra work and variation.
- Maintaining log register for daily work progress and manpower hours.
- Coordination with the subcontractor's activities in terms of required safety precaution.
- Supervision of work for successful implementation of quality procedures.
- Urge the subcontractors in execution of work to planned schedule.
- To ensure construction carry out to the required job specification.
- Ensuring all materials and equipments required for concrete are in good condition.
- Prior to starting of concrete pouring preparing and demonstrating the pump location.
- Prior to start of any activities, preparing and ensuring the work permit.
- Review all relevant documentation and test reports and clear out all non-conformances.
- Ensuring all other discipline activities that must be inspected.
- To check the quality of all defect material received on site.
- To check the stocking and storage of material in various stores of sites with neatness.
- To check wastage of material at site.

Strength

- Cognizant with all technical and practical aspects of construction
- Self-Motivated and Hard Worker
- Ability to work under deadline and pressure
- Team work and Multidimensional work
- Innovative and Creative
- Positive Attitude

Personal Profile

Father's Name	:	MD Kasim Khan
Date of Birth	:	25 th July 2001
Place of Birth	:	Dhanbad (Jharkhand)
Driving License No.	:	JH10 20200015957
Mobile No.	:	+91 7992414665 / +91 6202717031
Marital Status	:	Unmarried
Religion	:	Islam
Nationality	:	Indian
Sex	:	Male
Hobbies	:	Playing Cricket & Volleyball
Other Activities	:	Taking part in Social work
Languages Known	:	English, Hindi & Urdu

Passport Details

Passport No.	:	W7749139 (ECNR)
Date of Issue	:	10.02.2023
Date of Expiry	:	09.02.2033
Place of Issue	:	Ranchi

Permanent Address

S/o Md. Kasim Khan
Mohalla – Rahmat Nagar
Post – Kumardhubi
District – Dhanbad
Pin Code -828203
State – Jharkhand
Mobile No. - +91 7992414665

Declaration

I hereby declare that the above information and statements are true and correct in the best of my knowledge and belief.

Place : Dhanbad

Date :

Signature of Applicant