



SALEEM KHAN

Supervisor

CONTACT

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PERSONAL INFORMATION

QID: 29958611876
Passport: CY4162731
Date of Birth: 1 merch 1999
Nationality: Pakistani
Marital Status: Single
Religion: Islam

QUALIFICATION

BSc Civil engineering Technology

from Sarhad University of Science
and information Technology
Peshawar Pakistan in 2023

www.suit.edu.pk

Objective:

Dedicated and detail-oriented Civil Engineering Technologist with strong expertise in infrastructure design, project management, and construction support. Seeking to contribute technical skills and innovative problem-solving to a dynamic engineering team, ensuring high-quality project delivery while adhering to safety, efficiency, and sustainability standards.

CARRIER HISTORY:

Certificate of Achievement:

Outstanding performance and exceptional Achievement in Peshawar Institute of English Language & computer Sciences

Position Holding:

To achieved mostly First position in All classes in Peshawar Institute of English Language & computer Sciences

Self-work:

I have self-work Experience land property measuring, plotting and lay outing from five year

Latif petroleum and Engineering service (pvt.) limited.

One year Road surveying Experience

two-year site sub engineer lay outing, Quantity, site management in building

Lecturer post:

One Year Experience in Peshawar institute of technology Peshawar

Teaching:

One year in frontier Islamic school

POSITION:

Money Transfer Agent from mobile banking

PROFESSIONAL SKILLS

Construction work Management

Construction Supervision

Building Layouts and Arrangement

Material Supervision

Construction work Document Analysis

Estimation and Accuracy Checking

Progress Monitoring and Reporting

Work Inspection and Compliance

Diploma of Civil Engineering

Khyber Pakhtunkhwa Board of
technical Education Peshawar
Pakistan.

Matric (Science) 2016 BISEK,
Pakistan

SELECTIVE COURSE

Auto Cad 2D & 3D

MS Office in 2015

OSHA in 2018

Land Surveying: jan2022-2023

Building: Jan 2023-sep 2024

LANGUAGES

English

Urdu

Pashto

SKILLS

- ✦ **Group Guang:**
 - Crew Supervision in Civil Engineering
 - Project Team Leadership in Construction
 - Workforce Coordination in Construction Projects
 - Construction Site Group Leadership
 - Operational Team Management in Civil Projects
 - Construction Team Supervision and Management
 - Strategic Team Oversight in Civil Engineering
 - Field Team Coordination in Construction
 - On-Site Group Management in Construction Projects
 - Leadership in Construction Project Teams
- ✦ **Reporting:**
 - Preparing daily, weekly, and monthly work reports related to construction operations.
- ✦ **Strong Communication Skills:**
 - Possess strong written and verbal communication skills, essential for customer interactions and internal communications.
- ✦ **Monitoring work:**
 - Experienced in monitoring construction work to ensure adherence to design specifications, safety regulations, and project timelines.
- ✦ **Supervising:** Competent in supervising construction work to ensure compliance with design specifications, safety standards, and timelines. Skilled in collaborating with teams to ensure efficient project execution and resource management. Seeking to leverage technical skills, supervision experience, and documentation expertise to contribute to successful project outcomes in a dynamic engineering environment."
- ✦ **Resource Optimization:** Ability to optimize resources (staff, equipment, and materials) to ensure efficient and timely completion of work.
- ✦ **Labour Management:** Demonstrate excellent management skills, adhering to policies, procedures, and work practices, and implementing improvements when necessary.
- ✦ **Competence in construction works Documentation:**
 - Dedicated and detail-oriented Civil Engineering Technologist with expertise in infrastructure design, construction site coordination, work planning, and civil engineering documentation. Skilled in preparing, reviewing, and managing technical documents to ensure accuracy and compliance with regulatory standards.
- ✦ **Enforcement of Compliance:** Familiar with and enforce strict compliance with QA/QC, safety procedures, and company rules and regulations.
- Leadership and Team Development:**
 - Commands respect and develops excellent working relationships with all department personnel, ensuring a disciplined and productive workforce.
- ✦ **Effective Communication:**
 - Must be an excellent communicator, able to give clear instructions and transfer knowledge efficiently to co-workers and staff.
- ✦ **Coordination with team:**
 - "Dedicated and detail-oriented Civil Engineering Technologist with strong experience in infrastructure design, project management, and construction site coordination. Skilled in collaborating with multidisciplinary teams to ensure high-quality project delivery, adherence to safety standards, and effective communication. Seeking to contribute technical skills and leadership in a dynamic engineering environment."