

# JASEELA K A

## CIVIL DRAUGHTSMAN

jaseela2611@gmail.com | +97450831350 | Qatar

### SUMMARY

A professional with **6 years** of experience in **construction, renovation, and maintenance**, specializing in creating detailed drawings. Expertise in collaborating with engineers and project managers to ensure designs meet project requirements and industry standards. Skilled in updating drawings throughout the project and identifying potential issues in blueprints. Committed to delivering quality work and ensuring smooth project execution

### SKILLS

Auto CAD	Attention to Detail
3Ds Max	Leadership
MS Office	Communication Skills

### PROFESSIONAL EXPERIENCE

<b>MATHRIKA ARCHITECTS   Civil Draughtsman - India</b>	<b>Dec 2020 - Oct 2024</b>
<ul style="list-style-type: none"><li>Collaborated with engineers, architects, and project managers to ensure designs adhered to project requirements, safety standards, and industry regulations.</li><li>Reviewed blueprints and project specifications, identifying potential issues and suggesting solutions to avoid delays or costly mistakes.</li><li>Updated and revised designs during the course of the project to accommodate changes in scope or client requirements.</li><li>Assisted in the preparation of drawings and layouts for construction, renovation, and maintenance projects.</li></ul>	
<b>OMAN THINK URBAN   Stakeholder Consultant - Oman</b>	<b>Jan 2023 - Dec 2023</b>
<ul style="list-style-type: none"><li>Created detailed drawings for the Greater Muscat Structure Plan Project</li><li>Collaborated with stakeholders for smooth conduct of the project</li></ul>	
<b>NATIONAL BUILDERS   DRAFTSMAN - India</b>	<b>Nov 2018 - Nov 2020</b>
<ul style="list-style-type: none"><li>Ensured timely delivery of 15 highway projects including bridges, culverts</li><li>Developed and maintained project documentation for 6 concurrent projects, tracking progress and aligning schedules with strategic goals, which improved team alignment by 30%</li><li>Prepared detailed estimate, drawings, invoices for the various projects</li></ul>	

### EDUCATION

<b>Masters in Urban Planning   Govt. Engineering College, Thrissur, India</b>	<b>Aug 2016 - June 2018</b>
<b>B.Tech in Civil Engineering   Calicut University, India</b>	<b>Sep 2011 - May 2015</b>

### ADDITIONAL INFORMATION

- Languages:** English, Hindi, Arabic
- Certifications:** Auto CAD certification