

Rezaul Korim

rezaul-81@hotmail.co.uk

Mobile: 07561353846

Personal statement

An exceptional individual, with rare and unique skills. I am able to substantially communicate through architectural drawings including 2D and 3D drawings, with vast knowledge of various software's. I have the ability to communicate verbally in an effective manner as well as written form. I am willing to undertake any further training to enhance my learning.

Key Skills

- Excellent written and verbal communication skills
- Problem solving abilities and meets deadlines under pressure
- **Revit** (Exceptional knowledge)
- **AutoCad** (Exceptional knowledge)
- **Sketch Up** (Minimum knowledge)
- **ArchiCad** (Basic knowledge)
- Logical and practical mind
- Ability to analyse problems in order to identify solutions
- Ability to build lasting relationships with clients and colleagues
- Technical knowledge and competence

Training Completed

- Asbestos Training
- Use of Schedule of rate book
- Health and safety Awareness – Level 1, Level 2
- Stock Condition Survey
- BIM – Denmark
- Level 2 customer service certificate
- COSHH Training
- Manual Handling Training
- Ladder Training
- Integra
- Eclipse
- Northgate

Employment History

Senior Building Surveyor / Architectural Technologist (BSc Hons)– London borough of Newham Council

10/2021- On Going

- Raising Purchase Orders and following them through
- Fire Doors programmes for Library & Community centres for Newham Council-(Direct Management)
- Conditional Survey / new CL Building (23 new buildings)(Direct Management)
- Repair/Maintenance - Leaks/Large Projects Exceeding Values ; 500-1m.
- Communicate with Directors / Senior Management
- Advise and provide recommendations in regards to compartmentations , fire risks and issues related to building fabric
- Advise HelpDesk (Facility management)
- Working without direct management
- Full understanding of the hierarchy
- Delivering a comprehensive Repairs & Maintenance service, including surveying, major void surveys, disrepair works, and major/complex works.
- Conducting diagnostic inspections, damp surveys, and technical reports, offering accurate technical advice.
- Managing insurance claims, property inspections, and liaising with adjusters and insurance teams.
- Serving as a technical lead during the handover of new developments to ensure quality control.
- Controlling budgetary spend within the area of operation, reviewing invoices, and resolving contractor submissions.
- Managing legal disrepair claims and Environmental Health Orders, providing detailed reports and managing complex repairs.
- Coordinating with in-house service providers, M&E contractors, and external subcontractors to ensure top-tier service delivery.
- Managing and coordinating empty properties to minimize rental loss and maximize returns.
- Ensuring compliance with health & safety policies, including asbestos management.
- Maintaining excellent customer satisfaction through proactive collaborative working with repair providers.
- Keeping professional and personal development up to date.

Passive Fire Surveyor – Ventro

01/2020-05/2021

- Survey existing buildings to determine their condition, identify and analyse defects, including proposals for repair in order to meet relevant safety standards
- Complete surveys within set timescales
- Accurately assess and record defects and provide clear remedial notes for sales team
- Carry out health check inspections, asset labelling, and write up reports for these as required
- Survey installations if required
- Work closely with the Healthcheck Manager, Operations Support Team and communicate effectively with the office
- Supervise Subcontractors conducting remedial works
- Report to Healthcheck Manager on a daily basis

- Provide technical support with regards to properties
- Utilise knowledge of the buildings to assist the Project Manager
- Identify compartmentation issues in 20 storey building from the basement to the roof top and create detail report to hand over to the client

Trainee Building Surveyor - Uttlesford District Council

06/2018 – 01/2020

- Changing staircase nosing landing for 4 blocks of flats.
- Changing ceiling tiles for sheltered accommodation.
- Removing internal non load bearing walls within properties, and upgrading fire doors and alarms for over 15 properties.
- Carrying out fire risk assessments
- Carrying out void work
- Writing letters to tenants
- Raising work on excel
- Carry out day to day inspections
- Draw fire plans into AutoCad and deliver it to onsite
- Measuring handrails for disabled people accessing building
- Forming Ramps
- Repair walk path
- Inspect wetrooms
- Work with different contractors to complete building related Works
- Liaison with contractors/Tenants to complete difficult tasks
- Carry out stock condition surveys
- Use of Schedule of rate on daily basis
- Using northgate to record all housing detail
- Surveying over 50-60 residential building
- Face to face interaction with all tenants

Personal Picker, Tesco

09/2013-06/2018

- Get to know customers and support when needed
- Keep the shop floor and back areas clean and tidy at all times
- Follow department routines and processes
- Follow all company policies and adhere to Health and Safety routines
- Support colleagues by helping in other departments
- Help to ensure products and services are available for customers at all times
- Help with any difficult customer enquiries by following company policy

Olympics and Paralympics, Stratford

08/08/2012- 12/08/2012

- Effectively communicate and deal with visitor enquiries
- Supervise and assist public throughout the games
- Monitor CCTV footage
- Security checks
- Deliver between different stores

Newham Mayor's Office – Planning Department

18/06/2012- 29/06/2012

- Visiting properties to ensure they are following protocols set out by the Local Authority
- Inspect Any extension work carried out by tenant – Complies with original plan
- Following Health and Safety regulations
- Advice tenant on any extension work to be carried out
- Identify defects and follow procedures to rectify the work
- Liaison with tenant to complete housing related works

Education & Qualifications

University Of Westminster (Marylebone Campus)

BSc (Hons) Architectural Technology

06/2018 - Achieved: 2/2

NewVic Sixth Form College

September 2011-July 2013

BTEC Extended Diploma in Construction and the Built Environment (QCF)

GCSEs:

English - A	Science - B
Maths - B	Art - A
History - A	

References

References available on request