

CURRICULUM VITAE

KHURRAM SALEEM

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Doha, Qatar

OBJECTIVES:

I am a highly experienced draftsman with expertise in design development and converting of infrastructure and installation sites into 3D plans. Also expedited in House & Infrastructure drafting, Interior Designing, Quantity Surveying and Urban Planning. I have command of architectural & Planning softwares like AutoCAD, SketchUP, Revit and Arc-Gis. My skills include AutoCAD drafting, Interior Designing, 3d Modeling, Surveying and Infrastructure planning & Maps generation on ArcGis. Coupled with innovative and new ideas for designing and planning. Have a Bachelor Degree in City & Regional Planning along with on ground experience.

PROFESSIONAL SUMMARY:

- Can Integrate data from various to make a specific plan on Sketchup.
- Developed Architectural Plans on AutoCAD for residential and infrastructure of society, including other detailed drawings.
- Can make comprehensive 3D plans of infrastructure .
- Prepared BOQ for both Residential and infrastructure plans after drafting or studying, by utilizing cost estimation and quantity surveying skills.
- Utilized my skills in creating 3d models for interior designing and 3d modeling by using SKETCHUP & REVIT.
- Created Infrastructure maps for societies like internet plan and also for cities like Hotspot analysis , noise analysis, population map & road infrastructure maps etc on ARC-GIS. By performing Surveys and utilizing Arc-GIS Skills like Geo-Referencing Partial Mapping, Attribute putting, field filling and map generating.
- Performed as a road side surveyor for cutting and filling of the roads of the society and was responsible for the labor management.
- Performed as a Transportation Survey Supervisor by leading a team of 11 surveyors for Land Use & Zone Planning of the City of MUZAFFARGARH.
- Performed data analysis for the data collected by the Transportation Surveys of Vehari , Muzaffargarh, DG KHAN, Rawalpindi and Sialkot, by digitalization of the data.

- Analyzed demographic data and land use pattern by both primary and secondary data.

WORK EXPERIENCE:

AUTOCAD DRAFTSMAN & QUANTITY SURVEYOR

Feb 2024 – Current

ARKA DESIGN TRADING & CONTRACTING

DOHA, QATAR

Selected Project Portfolio:

- | | |
|---------------------------------|---|
| • Dr. Thani Office | <i>Sheikha al Qahtani Villa Execution</i> |
| • Sheikh Abdul-Aziz Townhouse | <i>Malibu Lusail Project</i> |
| • Wonder box photography studio | <i>Daved Webb</i> |
| • M-117A Mosque marble | <i>CENTRAL MARKET MOSQUE Marble</i> |
| • Sheikha Um Ahmad Villa Work | <i>Al Nasarniya - Al Shahania Mosque</i> |
| • ARCADE EN-1 SHK Villa | <i>Mr. Saad Private Villa</i> |

SKILLS UTILIZING:

FOREMAN

LABOUR MANAGEMENT

AUTOCAD DRAFTING

QUANTITY SURVEYING

BOQ PREPARATION

COST ESTIMATION

SITE SURVEYING

REPORT COMPILATION

SKETCHUP

REVIT

DESIGN DRAFTSMAN on AUTOCAD & ARC-GIS

Jul 2022 – Feb 2024

SPOTLESS DESIGN & CONSULTANTS PVT. LTD

LAHORE, PAKISTAN

ROLES & RESPONSIBILITIES:

During my work at Spotless & Design & Consultants, I was responsible for many things throughout my time there. When I started I was responsible for infrastructure planning and drafting for the Internet in the assigned area on ARCGIS. For this I have to first perform a survey and then draft the infrastructure plan including georeferencing, Partial Mapping, Field filling & allocations of cables, splitters and pops. And also i have to draft residential and commercial drawings.

After that I got a contract for MM PAKISTAN through this same company when I was appointed as Transportation Survey Supervisor in Muzaffargarh for traffic analysis for Master Planning of City. And after that I was assigned by compiling and filling Transportation data of different cities of Punjab, Because I gained experience in it during my MM Pakistan project.

AUTOCAD DRAFTSMAN CUM SITE SURVEYOR

Oct 2018 – July2022

AHMED CITY (RAJPOOT ESTATE)

LAHORE, PAKISTAN

TRANNINGS & EXERCISE:

MASTER PLANNING EXERCISE :

INSTITUTE : *University of Management & Technology, Lahore*

Location : *Sialkot, Pakistan*

I participated in the master planning exercise of the city of sialkot, during this we studied the existing infrastructure of 2 cities Lahore and Sialkot as literature review. And after this we perform the surveys of the Sialkot city in detail including household, transportation , drainage, and city expansion etc. After completing our study we first compiled a detailed report on the existing condition of the city of sialkot along with all the infrastructure maps generated on arc-gis and after that in the second phase, we suggested changes and plan improvements according to the loops in the planning of the city. In this we partially mapped, whole district of sialkot along with its neighboring areas and generated detailed maps of infrastructure and compiled a report according to it.

INTERN PROJECT COORDINATOR:

INSTITUTE : *Lahore Development Authority (LDA)*

Location: *Lahore, Pakistan*

During my internship in the metropolitan department of the regulatory authority of Lahore district. I analyze household and infrastructure design evaluation and plan approval processes. I also conducted site surveys and was also involved in the demolition process. If the onground infrastructure was not according to the approved plan.

TRANSPORTATION SURVEY SUPERVISION:

INSTITUTE : *MM Pakistan (Pvt), Ltd*

Location: *Muzaffargarh , Punjab , Pakistan*

Lead a team of 11 surveyors during the Traffic and Transportation Surveys for Land Use & Zoning plans, Phase-1 Package VI Muzaffargarh , Punjab , Pakistan, commissioned by local government of Punjab, for the Master Planning for the district of Muzaffargarh of After that i also implemented digitization process of the data collected from it.

EDUCATION:

BACHELOR IN CITY & REGIONAL PLANNING – 4 Year

University of Management & Technology
Lahore, Pakistan

INTERMEDIATE – 2 Year

Board of Intermediate & Secondary Education
Lahore, Pakistan

SKILLS:

AUTOCAD DRAFTING

REVIT

3D MODELING

SURVEY SUPERVISION

INFRASTRUCTURE PLANNING

ARC-GIS

ELECTRICAL DRAFTING

RESEARCH AND REGULATORY COMPLIANCE

INTERIOR DESIGNING

QUANTITY SURVEYING

SURVEYING

CLIENT DEALING

SURVEYING

BOQ PREPARATION

URBAN PLANNING

SKETCHUP

PERSONAL PROFILE:

- Proficient in Architecture and Urban Planning with very advanced skills in AutoCAD, SKETCHUP, REVIT, ARC-GIS, SURVEYING & QUANTITY SURVEYING.
- Hold a bachelor degree of BS CITY AND REGIONAL PLANNING.
- Have both onsite and office experience.
- Well experienced in map reading and supervision.
- Experienced in Client interaction and feasibility studying.
- Current Address : Doha, Qatar

REFERENCE:

Reference shall be provided upon request.

DECLARATION

I hereby declare that all the details written in this CV are true, complete and correct to the best of my knowledge and belief.

COVER LETTER

Dear Hiring Manager,

I am writing this letter to express my interest in joining your self-esteem company to bring my skills in progress to your company. With a bachelor degree in CITY & REGIONAL PLANNING and extensive skills in softwares like AUTOCAD, SKETCHUP, REVIT and ARC-GIS, coupled with inground experience of BOQ Preparation and site surveying, I am eager to contribute to your company.

During my experience in DOHA at ARKA DESIGNS, I have gained extensive experience in AUTOCAD Drafting of Architectural projects of both residential and infrastructure nature along with on ground experience of site visiting, 3d Modeling and also quantity surveying. My past experience in Spotless Consultants and AHMED CITY has given me valuable experience in Residential and infrastructure drafting as well as infrastructure planning. And increased my skills in Interior designing and 3D Modeling. With the skills of Quantity surveying, Infrastructure map generating on ARC-GIS and Survey supervision skills, I consider myself as a perfect fit for this job.

I am eager to bring my skills to contribute to your company in ongoing and future projects.

Thanks for considering my application. I would welcome the opportunity to discuss how my skills and experience align with your company's needs.

Your sincerely,

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