

SHAREEF KAVUNGAL
ARCHITECTURAL & FIT OUT DRAFTSMAN.

Mobile : +974 30927527

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*** Mail : shareefsaifumkd@gmail.com**



Location : Doha- Qatar.

CAREER OBJECTIVE:

Seeking a challenging position in, **Architectural & Fit out Draftsman** with more than 10 years' experience in the Architectural drafting, Shop drawings, As Built Drawings and Fabrication drawings. Skilled professional with hands on experience using design techniques and producing precision technical drawings.

PROFESSIONAL QUALIFICATION:

Young and duty oriented, having adequate knowledge in Computer Aided Drafting as well as specialized knowledge retail drafting, architectural drawings, looking for a posting in a growth oriented organization that could provide me with a challenging opportunity for career development.

PROFESSIONAL QUALIFICATION:

- Successfully completed 2 year Full time course of **DRAUGHTSMAN (CIVIL)** with NCVT certificate.
- Successfully completed 1 year course of **AUTOCAD**.

CAREER HIGHLIGHTS:

Total 08 years of Professional Gulf experience in design & detail engineering as a Draughtsman (Architectural & Fit out works) and worked on Luxury Hotels, Villas, High raise buildings, Warehouses etc. in Qatar.

- Worked on preparation of architectural drawings, overall plot plans general arrangement & detail drawings.
- Worked Floor construction plan, ceiling plan, Overall building sections, elevations, Toilet detail plans and elevations, typical partitions plans and floors finish drawings.
- Worked on preparation of shop drawings for RCP, Dry wall partition & cladding, wood cladding & flooring, marble cladding & flooring, water proofing Block work and Screed in the entire Building.
- Prepared general layout plans, part plans, sections, elevations and details.

WORK EXPERIENCE: (08-Years in Qatar)

1. APPLE ENGINEERING CONSULTANTS LLC.

Position : **Architectural Draftsman** (May 2015 to August 2016).

Al Aquaria Business Tower, 11th Floor #1, P.O. Box: 203036, Doha-Qatar.

2. GULF CERAMIC QATAR.

P.O. Box: 22976, Doha- Qatar – Salwa Road, Near DHL –Gallery No.35

Position : **Auto cad Draftsman**. (October 2016 to August 2018)

3. ARAB BUILDERS TRADING & CONTRACTING W.L.L. (UNDER UCC).

Position : **Auto cad Draftsman (Architectural & Fit out)**. (September 2018 to February 2021)

Com-39 Lusail (6th Floor), P.O. Box: 209026, Tel: +974 44117441, Fax: +974 44117442.

4. IMAR TRADING & CONTRACTING CO. W.L.L. (www.groupimar.com)

Position : **Auto cad Draftsman (Architectural & Fit out)**. (February 2021 to March 2022)

Amir street near Al Waab Junction, Doha, P.O. Box: 22403, Tel: +974 44131770, Fax: +974 44369529.

5. LOFTA TRADING & CONTRACTING W.L.L

Position : **Architectural Draftsman**. (May 2022)

2nd Floor, Al Qayed Holding Group Building, D-Ring Road, Al Matar Street, P.O Box 17140, Doha, Qatar

Job Description:

- Preparing Shop Drawings, Detail Drawings and As-Built Drawings (Drywall partition & Reflected ceiling, Flooring & Cladding, Joinery & doors & Water proofing etc.)
- Preparing for submit Request for Information (RFI), Work Inspection Request (FOR) and Material Approval Request (MAR) Marked up Drawings & Details.
- To prepare & maintain Shop Drawings Log.
- Technical Coordination with the manufacturer to get the necessary information and architectural details.
- Takeoff the quantity of materials.
- To prepare shop drawing based on IFC or ID drawings, and following up till get approval.
- Assisting the Project Manager in the management and administration various construction packages and Project.
- Keeping record for all incoming and outgoing project related documents such as submission, rejection, approvals.
- Ensure that drafting procedures are strictly followed in accordance with the project standards.
- Preparation of cutting list and Erection drawings.

- Coordinate with contractor for shop drawings approvals.
- Prepare shop drawings and fabrication drawings for Curtain wall, Stone cladding, Spider glazing, Canopies, Aluminum doors, Windows and aluminum louvers.
- Developing Curtain wall system details for various conditions.
- Technical Coordination with the manufacturer to get the necessary information and architectural details.
- Co-Ordination of Architectural Drawings with Structural & Service Drawings.
- Coordinate with architects, senior engineers, and other engineers.
- Use web based software to manage the uploading and downloading of the documents, submittals and drawings.

WORK EXPERIENCE: 03 Years in India

1. B.K BUILDERS& CONSTRUCTIONS:-

Position : **Auto Cad Draftsman & Site Visitor** (June 2012 to April 2014)

2. ADITYA BUILDERS.

Position : **Auto Cad Draftsman & Site Visitor** (April 2014 to March 2015)

QUALIFICATIONS

- 2010- Draughtsman Civil :- National Council Of Vocational Training (NCVT - Govt. of India).
- 2008- Higher Secondary Education (HSE) Board of Higher Secondary Education, Govt. of Kerala.
- 2005- S.S.L.C Board of Public Examination, Govt. of Kerala.
- 2011- AUTO CAD (Cad Center- Kerala, India)
- 2007- HARDWARE&NETWORKING (SIT Education- Kerala, India)

SKILLS:

- Excellent Knowledge for Prepare shop Drawings / As-built Drawings coordinate with ID/IFC drawings, Material approval request (MAR), RFI, Other related drawings etc.
- Excellent Knowledge AutoCAD [All versions].
- Excellent knowledge Microsoft Office Package.

LANGUAGE PROFICIENCY:

- ❖ Best knowledge in verbal and writing Communication skills in English, Hindi & Malayalam.

PERSONAL DATA:

Name with Initial : SHAREEF K
 Name of Father : ABU KAVUNGAL
 Date of Birth : 30th January 1988
 Passport No : V8743254
 Sex : Male
 Nationality : Indian
 Visa Status : Work Visa / Transferable. (QID.NO 28835650764)
 Driving License : Valid Indian driving license.

DECLARATION:

I certify that the above information provided by me is accurate to the best of my knowledge and I am aware that I will be disqualified if the information is found to be false at any situations.

Doha –Qatar

Yours Faithfully,

Date:

SHAREEF KAVUNGAL