**Location:-** Al-Wakrah, Qatar.

**Mobile No:-** +97433224727

**Visa type:-** Family Resident Permit

**Jincy Rajan**

**Position:- 2D Architectural Draftsman**

**Ready to:-** Immediately Available

**Email Id:-** jincylbs@gmail.com

# PROFILE SUMMARY

Experienced **Architectural Drafter with 16+ years in commercial/residential projects**, adept in **2D drafting & space planning.** Eager to contribute to a top design firm with advanced **CAD skills, project management expertise, and a track record of client satisfaction.**

# SOFTWARE SKILLS

## Expert

2D Drafting AutoCAD ArchiCAD

# SOFT SKILLS

* 2D Drawing & CAD Drafting
* Architectural Layout Drawings
* Interior Architectural detailing

## Intermediate

Adobe Photoshop

Microsoft Power point/Excel

* Structural Detailing
* Space Planning and Utilization
* Color and Material Application
* Product Selection

## Beginner

Autodesk 3DsMax

* Purchase Coordination
* Project Management
* Budget Management
* Team Management

# EXPERIENCE

**Senior AutoCAD Draftsman** Jan 2012 - Jun 2024

Lifestyle Kitchen and Interiors, Trivandrum, Kerala, India.

* + Prepared **detailed 2D drawings** for **interior** and **hospitality projects.**
	+ Conducted **site visits** for accurate **measurement** and **plan verification.**
	+ Coordinated with **clients**, **vendors**, and **consultants** to gather requirements and ensure **design accuracy**.
	+ Assisted in **product selection** and **material procurement** based on **site conditions**
	+ Created **technical drawings** and **specification sheets** for **execution teams.**
	+ Maintained **project documentation**, **BOQs**, and compliance with **schedules** and **budgets**.
	+ Provided **in-home consultations** and helped clients select **materials**, **finishes**, and **colors**.
	+ Supervised **drafting tasks** and supported the **design team** with timely **drawing submissions**.

**Assistant Architect** Jan 2008 - Nov 2011

BCIL, Bangalore, India.

* + **Drafted architectural layout drawings** and **technical diagrams** based on sketches and specifications.
	+ **Calculated dimensions** and allowances with high **precision** for accurate execution.
	+ Integrated **structural details** into plans using knowledge of **building techniques**.
	+ Prepared **detailed drawings**, specifying **materials** and **measurements**.
	+ Coordinated with **clients** to deliver **project updates** and ensure design alignment.
	+ Oversaw **design progress** from concept development to construction phase.

**Tutor** Mar 2006 - Dec 2008

CADD Centre, Bangalore, India.

* + Teaching engineering and architectural Designing software like **AutoCAD, ArchiCAD, Photoshop and basics of 3ds max.**

# EDUCATION

**Diploma in Civil Engineering** Directorate of Technical Education (DOTE) - 2006 Noorul Islam Polytechnic College, Tamil-Nadu, India.

# PERSONAL DETAILS

**Date of Birth Marital status Gender Nationality Languages known Passport Name Passport No**

: 10th October 1985

: Married

: Female

: Indian

: Malayalam, English, Hindi & Tamil

: Jincy Rajan

: SR3087667