

ABOOTHAHIR. K K



## CURRICULAM VITAE

### CARRIER OBJECTIVE

To be associated as an employee with a progressive organization that gives me scope to update knowledge and skill in accordance with a latest ideas and a part of team that dynamically works towards growth of organization and gain satisfaction there off.

### SUMMARY

- ❖ 1 Years Experience as Piping & Structural Engineering.
- ❖ Completed Diploma In Piping & Structural Engineering.
- ❖ Keen interest to adopt and learn new technologies.

### WORK EXPERIENCE

- ❖ Worked as a HR Executive with Little Flower Engineerig Work Sit Kalamasseri, kochin India, from 2020 to 2021.

### KEY RESPONSIBILITIES HANDLED

- ❖ Assist with day to day operations of the Engineering and duties
- ❖ Provide clerical and Engineering support to Piping & Structures executives
- ❖ Compile and update Work Site Records (hard and soft copies)
- ❖ Process Engineering and prepare reports relating to Companies activities (Piping, Drawing, Graphics, CAD, Strucuring etc)
- ❖ Coordinate Engineering projects (Contralling, Supervising, surveys etc) and take minutes.
- ❖ Deal with Companies requests regarding Engineering Site issues, rules, and regulations
- ❖ Assist in Labours by providing Work Place Datas.

#### E-mail:

thaz7525@gmail.com

#### Mobile:

+974 70242895

#### Passport No:

S0863237

#### PRESENT ADDRESS

KERALA  
INDIA

#### PERSONAL DATA:

Date of Birth : 16 April 2000

Nationality : Indian

Languages Known : English, Hindi, Malayalam,

#### ADD-ON :

Interpersonal Skill  
Problem Solving Skill  
Leadership Quality  
Co-operative &  
Enthusiastic  
Flexibility

#### INTERESTS AND HOBBIES

Reading  
Social Work  
Travelling  
Sports

licence no  
30035607091

- ❖ Communicate with public services when necessary.
- ❖ Properly handle complaints and grievance procedures
- ❖ Coordinate communication with candidates and schedule interviews
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- ❖ Conduct initial orientation to newly hired employees
- ❖ Assist our recruiters to source candidates and update our database

#### **TECHNICAL SKILL**

- ❖ Diploma in Piping & Structural Engineering.
- ❖ Auto CAD & Drawing.
- ❖ MS Office (MS Word, MS Power Point, MS. Excel)

#### **ACCADEMIC PROFILE**

- ❖ Diploma - Piping & Structural Engineering - Kerala
- ❖ Plus Two- Board Of Higher Secondary School Examination – Kerala, India
- ❖ SSLC- Board Of Secondary School Examination – Kerala, India

### **# Qatar driving licence**

#### **OTHER SKILL**

- ❖ Service oriented to ensure customer satisfactions,
- ❖ Excellent social & communication skills,
- ❖ Matured individual with tact and diplomacy,
- ❖ Disciplined and accurate,
- ❖ Able to stay calm under pressure,.

### **# Perfecr Driving**

#### **DECLARATION**

I hereby declare that the details furnished above are true to the best of my knowledge.

Date: 07-11-2021  
Place: Qatar

Signature