

CURRICULUM VITAE

NAVEED ABBAS

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Career Objective:

I am an enthusiastic professional Associate Civil, Architectural, Draftsman, possessing sound personality with all the characteristics necessary for the accomplishment of assigned job, performing duties to the entire satisfaction of the superior with full zeal, diligence. My objective is to work as management Associate. My desire position includes achieving results either independently or as a member of the team.

Personal Profile

Father's Name : Muhammad Azad
Date of Birth: 08/12/1981
NIC Number: 37405-0453104-1
Domicile: Punjab (Rawalpindi)
Nationality: Pakistani
Marital Status: Married
Religion: Muslim
Languages: English, Urdu & Punjabi
Mailing Address: Khalid Colony Imran block street # 01 House # 02 Chakri Road Rawalpindi Pakistan.
Permanent Address: P.O. Jabber Darvaish, Village Dohk Haile ,Tehsil & District Rawalpindi Pakistan.
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Passport Detail

Passport No.	Date of Issue	Place of Issue	Date of Expiry
CD1011043	18/07/2017	Rawalpindi	02/08/2022

Technical Education

- ✚ Diploma in civil Drafting (two year)
- ✚ Diploma in mechanical Drafting (two year)

ACADEMIC ACHIEVEMENTS

- ✚ Metric (With Science).

Computer & (Computer Aided Designing (CAD) Skills

- ✚ AutoCAD (2 & 3 dimensional)
- ✚ Operating all software for AutoCAD
- ✚ Tekla Structures software
- ✚ Operating systems, MS Office Power point Excel & Photo shop.
- ✚ Windows operating system.
- ✚ Google Sketchup

Professional Experience: (More than 14 years)

Employment History

- ✚ **November 2007 till to date:**
REDCO international (w.l.l) Doha, Qatar.

DUTIES & REPSONSIBILITIES:

- **Working as senior Auto CAD Supervisor** Lead Auto CAD Draftsman, supervising detailed Architectural, Structural & M.E.P Design drawings and shop drawings.
- Site Inspection as per drawings
- Coordination with consultant, Architect & Site team.

PROJECTS COMPLETED:

- **Precast residential/Commercial Units:**
 - 18 Story Al-Emadi tower Coral Hotel Doha, Qatar
 - 4 Storey Commercial & Retail Complex Shopping Mall at Abou-Hamour, Doha, Qatar
 - 10 precast Kindergarten Schools in Doha City
 - Precast 286 villas 3 Floor at Al-Khor, Qatar
 - Precast Villas for EL-saif Hamad hospital staff Accommodation in Doha City
 - Banana Island Village Resort in Doha, Qatar
 - 4 Towers 26 Storey (VB-10, VB-11, VB-17 & VB-18) at Viva Bahriya Pearl Qatar.
 - 3 Towers 42 Storey Abraj Quartier(AQ-5 , AQ-6 , AQ-7) at Viva Bahriya Pearl Qatar
 - Towers 25 Storey Al Mutahidha Towers VB 27 & 28 at Viva Bahriya Pearl Qatar
 - Doha Land in Doha City
 - Crew Accommodation Qatar Airways Doha, Qatar
 - 55 Story Burj Marina-08 Lusail City Qatar
 - Barzan Camp face-01
 - Mall of Qatar (New life style Shopping Mall)
 - Rabban suites (Hotel Apartments)
- **Precast cladding works:**
 - Precast cladding for high rise towers in Viva Bahriya, Pearl Qatar.
 - Al-Emadi tower al saif, & Banana Island wall cladding.
- **Precast boundary walls:**
 - Beach villas precast boundary wall.
 - Duhail precast boundary wall.
 - Boundary walls for kindergarten schools.
 - Al ghalfar precast boundary wall.
 - Barzan army camp precast boundary wall Al rayan.
- **Other precast Projects:**
 - Lusail development & marine earth work. Retaining wall, revetment & steps.
 - Precast utility tunnel in Education city, Doha.
 - Precast stairs in Barwa financial district Doha, Qatar

- ✚ **June 2005 to November 2007:**
Sohail. A. khan associates, Rawalpindi, Pakistan

DUTIES & REPSONSIBILITIES:

- Worked as Auto CAD draughtsman (architecture designing)
- Preparation of architectural & structural shop drawings for residential & commercial buildings.
- Preparation of 3D architectural views for various types of buildings including villas, offices, shopping plazas etc.
- Planning & supervision of interior decoration of buildings.

✚ **February 2003 to June 2005:**
Design Art associates, Rawalpindi, Pakistan

DUTIES & RESPONSIBILITIES:

- Worked as Auto CAD draughtsman (Architectural/structural/Plumbing/Electrical shop drawings)
- Worked on AutoCAD draughtsman Architectural drawings for various residential housing schemes (Bahriya Town, Garden Villas, Safari Villas, 10 Storey commercial building in Gulshanabad housing scheme)

PRIMARY DUTIES AND RESPONSIBILITIES

- Prepare and revise simple, to complex drawings. Works from notes, rough or detailed sketches, engineering specifications and technical guides. Produces documentation, artwork through the use of computer aided design (cad) equipment.
- Supervises daily activities and output of cad section, interface with the design engineers and managers both locally and network, prioritize the jobs as per the directions of section incharge.
- Rework and update general, architectural, structural and civil eng. Drawings. Maintain updated cad software's and procedures for using the cad systems including backups. Maintain accurate drawing files and records.
- Supervision and maintenance of both software's and hardware's in computer operation (file workstation servers, print/plot servers and backup drives) as well as the proper. Coordination's with the suppliers and vendors for any system trouble.

ARCHITECTURAL PROJECT RELEVANT DRAWING WORK

- Successfully complete all jobs by time requested.
- Preparation of proposed drawings (plan, section & elevation)
- Preparation of submission drawings (plan, section & elevation)
- Preparation of working drawings
- Preparation of completion (as built) drawings
- Perform all other different duties as per assignments
- Preparation of shop drawings architecture, structure of pre-cast boundary wall, main building wall cladding, retaining walls, footing detail, panel & column details with layout, elevations & level profiles.

STRUCTURAL PROJECT RELEVANT DRAWING WORK

• **Foundation**

Detailing of raft foundation, pad foundation, combine foundation & piling both structural & architectural.

• **Column & beams**

Details work of all type of columns & beams both structural & architectural.

• **Slabs**

Detail work of following slabs both structural & architectural

Flat slab (one way or two way), double t slab (detailing), ribbed slab (one way or two way)

Solid slab (300mm thickness or more), hollow core slabs.

EXTRA CURRICULAR ACTIVITIES:

- Net Surfing
- Movies
- Traveling

REFERENCE:

Would be provided if required.