# Mubashir P K

#### **B. TECH CIVIL ENGINEERING**

#### CONTACT



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# **TECHNICAL SKILLS**

- AutoCAD
- 3ds Max
- M S Office

#### **CORE COMPETENCIES**

- Customer relationship management
- Cost Management
- Budgeting, Planning and Execution
- Material Planning & procurement
- Vendor Management

# **PROFFESSIONAL TRAITS**

- Self-Motivated
- Adaptive
- Keen Learner
- Persistent
- Compassionate
- Accountable

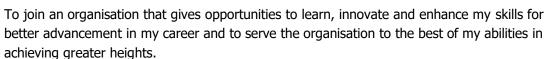
# LANGUAGE

- English
- Hindi
- Malayalam

#### OTHER INFORMATIONS

DOB: 21 April 1995 Nationality: Indian Gender: Male Marital Status: Single Visa Status: Visit

#### **OBJECTIVE**



# **PROFESSIONAL EXPERIENCE**

# **PROJECT COORDINATOR** – Residential Building & Commercial Building

Company: Work Hundred Construction, Thalassery From July 2020 – January 2023

- Developing scope of works for each project; ensuring project are completed on time and within budget.
- Conduct day-to-day project coordination, planning, and implementation across multiple teams.
- Supervised construction, operations, and maintenance work at the site, including planning, coordination, and execution.
- Direct project correspondence by preparing and reviewing project proposals, memos, conducting regular meetings with internal and external teams to monitor the project progress.
- Vendor Development, Price Negotiation with vendor, PO releases, Material Delivery and Payment etc. Monthly Budget is prepared as per the requirement of Project (At Site).
- Finalization of construction methods, base construction program, resources construction equipment deployment, formwork concept, scheme finalization

### SITE ENGINEER - Residential Building

Company: TENET Architect, Kannur

From September 2018 – March 2020

- Read and analyzed project specifications, requirements, survey reports, maps, drawings, blueprints, aerial photographs, and geological data to plan projects.
- Preparing architectural drawings as per requirements and ISO Standards in AutoCAD.
- Assisted Project Manager in planning, documentation, implementation, and overall project management.
- Acting as a main technical advisor in construction site for contractors and craft people.

# **EDUCATIONAL QUALIFICATION**

# **B. TECH** in Civil Engineering

Institute: Vimal Jyoti Engineering College, India

From July 2014 - May 2018

Internship: Kochi Metro Rail Limited

**Academic Projects** 

- Design and Estimation of Five Storey Shopping Complex at Varam.
- Strength and Fracture Properties of Hybrid Fibre Reinforced Concrete.

# **DECLARATION**

I hereby certify that the above information is true to the best knowledge and can be substantiated with relevant documents required.

