

NAME:

Ahsan Nadeem

ADDRESS:

Present

P.O. Box, 30634, Budaiya,

Kingdom of Bahrain

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Email: ahsan.nadeem.mohammad@gmail.com

EDUCATION:

GERMAN TECHNICAL TRAINING CENTER

Mughal Pura, Lahore. Pakistan

Lahore, Pakistan

Mechanical Draftsman

1996-1998

WORK EXPERIENCE:

NOV 07 - Present

COLLAGE CONSULTANTS W.L.L.,

Budaiya, Bahrain

Quantity Surveyor / Revit Draftsman

- Receiving soft copy of tender documents from project coordinator for preparing and submitting a tender.
- Checking of all tender documents namely, conditions of contract, specifications, bill of quantities & construction drawings. If specification documents/drawings are not available, request to the client to send the required documents.
- Examine the BOQ and drawings; check the scope of work to submit for tender.
- Send inquiries to various suppliers to get the rates of material through Admin./Purchasing Department.
- Calculate the quantities if BOQ is not available or other quantities are not listed in the BOQ.
- Calculate the unit rates in the BOQ based on the collected prices of materials.
- After computing rates, ask approval from the top management & forward it to the Projects Coordinator for submission of tender.
- File the BOQ as per project, together with the reference drawings & estimation sheet if there's any.
- Assist in the design section on making material specifications if main duties are finished.

2004 – 2007

MODERN WOODWORKS W.L.L.,

Bahrain

Draftsman Wood Work, Quantity Surveyor

- Presentation Drawings
- Detail Drawings for Fabrication & Co-ordinate Contractors
- Quantity Surveyor
- Site visit

1999 – 2004

INTERWOOD MOBEL (PVT) LTD,

Pakistan

Senior Draftsman Wood Work, IMOS (Data Base Developer)

- IMOS Data Base Developer (I.T. Department)
- Reports from IMOS for Production, (Cutting lists, BOM, Packing lists, Purchase list)
- Worked as IMOS Instructor
- Presentation Drawings
- Detail Drawings for Production
- Quantity Surveyor

COMPUTER SKILLS:

- AUTO CAD (R12 ~ 2020)
- IMOS (6 ~ 7)
- KITCHEN COMPUTER DESIGN
- M.S OFFICE (Word, Excel)
- ADOBE PHOTOSHOP
- REVIT (2020)

PERSONAL INFORMATION:

Marital Status: Married

Nationality: Pakistani