

**Ather Khan, PMP®**  
Project Engineer/Coordinator

✉ ather.constructionprojects@gmail.com

📞 +966 59395 8432

Current location Jeddah, Saudi Arabia  
Iqama number & Status 2393577024 – Transferrable  
Passport No. U0488880  
Date of Birth 23.06.1984  
Nationality Indian



**Key Skills**

- Project Management
- Team work
- Coordination & follow ups
- BID management
- Liaison & Coordination
- Site Management
- Communication
- Quality Assurance & Quality Control
- Time management

**Profile Summary**

- ▶ I am a graduate civil engineer having 13 years of experience specialized in construction of multi storey's residential buildings, commercial Buildings, healthcare & renovation works.
- ▶ Possessing excellent organizational, planning and time management skills, a confident and reliable individual with approach to solving problems.
- ▶ Able to manage and coordinate construction activities and ensure that all project deliverables are achieved with regards to quality, program, cost and safety. Confident and adaptable to work in coordination with contractor, consultant and client.
- ▶ Developing formats according to project requirement to complete project efficiently.
- ▶ Outstanding executive-level management, technical, and relationship building skills with the ability to direct construction projects within diverse sectors.
- ▶ Coordinating with Site team (Planning/QA & QC/Execution team/Designer/Safety) for the project follow ups and updates.
- ▶ Reviewing articles and clauses of contract agreement and Project complete documentation, from initiation to handover.

**Career Timeline**

April 2007 – Feb 2010	May 2010 – Dec 2010	May 2011 – March 2015	Since Aug 2015
Emirates Trading Associates Constructions, India as a Site Engineer	Saudi Binladen Group, KSA as a Civil Engineer	Starworth Infrastructure & Construction Ltd, India as a Senior Site Engineer	SGH Group, Jeddah KSA as a Project Engineer in Project Management Office

**Soft Skills**

Progressive

Collaborator

Communicator

Motivator

Executer

## Technical Skills

Auto CADD, Primavera P6, MS Excel, MS Word, MS Power point.

## Work Experience

### **Company: SGH Group, Jeddah.**

Duration: August 2015 - Present.

Position: Project Engineer - Project Management Office.

Projects: Construction of Hospitals, Residential Tower and Renovation works

Budget: 210 million USD

### **Roles and Responsibilities:**

- Coordinating with Project manager and with sub departments for the construction activities.
- To review and record the project documentation with respect to Articles and clauses as agreed in contract agreement.
- Co ordinating with Site team (Project manager/Planning/QA & QC/Document controller/Designer) for the project follow ups and updates i.e., Project progress comparison for Planned and Actual, Long lead items delivery status for Civil, Mechanical, Electrical & Low Current systems , Quality observation reports, Material inspection reports, work inspection reports, technical submittals, Approved GFC drawings.
- To review & update the Quality Assurance documents i.e., Quality manual, Method statements, Inspection & test plan, Inspection request, Checklists.
- To review and verifying material inspection reports, work inspection reports, technical submittals.
- Co ordinating with consultants for Invoice verification process and variation orders approval along supportive documents.
- Coordination with consultant in Tender process for reviewing BID documents.
- Checking project works from initiation to completion i.e., Excavation works, Soil compaction, Anti-termite treatment, PCC, Reinforcement works, Concreting works, Blockwork, internal & External Plastering, water proofing, Flooring and wall cladding works, False ceiling works, External elevation works, Infra structure works, Painting works and snag list.
- Involved in Handing over process & accordance to the contract agreement with supportive documents such as handing over form, warranties, submittals, operation & maintenance manual, As-built drawings etc.,
- To ensure that work is done in sequence by good planning and ensuring availability of required drawings, materials and subcontractors in sequence.
- Overall reviewing and follow ups of Procurement schedule, Design schedule and progress schedule.
- Preparing quality observation reports, reviewing technical documents & safety observation reports, bottlenecks if any, drawings issues etc.
- To ensure work is executed as per approved drawings, method statements and specifications.

### **Company: Starworth Infrastructure & Construction ltd.**

Duration: May 2011 - March 2015.

Position: Senior Site Engineer

Project: High rise residential towers 2B+G.F+15 floors - 728 Apartments

Budget: 62 million USD

**Project:** Purva Sky wood, Located in Bangalore, India

High Rise Residential towers, this project is on 12.80 acres land, there were total of 7 Blocks of 2B.F+G.F+18 Floors, including Basement Floor & Ground Floor for Car Parking and with all basic amenities.

**Roles and Responsibilities:**

- To identify the requirements of subcontractor, materials, workers, machinery and drawings for completion of task and shall inform to PM.
- Co ordinating with site engineers and foreman to give work task & following the daily work target status.
- Checking availability of Material stock at store required for execution and reporting the availability of resources to Project In-charge, Distribution of labors according to work Front and arranging materials for work,
- Executing the structural works as per drawing and specification (Formwork, Reinforcement and Concreting for Foundation, Footings, Column, Slab & beams, retaining wall etc.)
- Executing the Finishing works as per drawing and specification (Blockwork, internal & external plastering, water proofing, Flooring and Dado works, false ceiling & POP works, painting works)
- Inspecting the work done to ensure that it is done as per drawings and approved method statements.
- Reviewing daily and monthly progress report for further submission to PM.
- Submitting a week execution plan and deployment of workers requirement to PM.
- Following up with the contractors & monitoring the progress as per schedule.
- Co-ordination of all services & conducting site supervision.

**Company:** Saudi Binladen Group

Duration: May 2010 – December 2010

Position: Civil Engineer.

Project: Ministry of Interiors.

**Project:** Ministry of Interiors, Police Patrol Centre, Arar

This Project Located in Arar, North Saudi Arabia. It's a Ministry of Interiors Project for the Construction of Police Patrol Centre. Building was of Ground Floor + 3 Floor Height.

**Roles and Responsibilities:**

- To co-ordinate with consultant and contractor for site inspection activities
- Checking workmanship and construction standards of the sub-contractors through their Quality Assurance documentation.
- Responsible for the inspection of works with consultant.
- Inspecting the materials on arrival with approved material inspection request form and specification.
- Supervising construction related works such as PCC, water proofing, form work, checking levels, diagonals and alignments, concreting works for footings, raft, columns, beam, slab, retaining wall, reinforcement checking for all structural works, screed works, Blockwork layout checking and executing, wall plastering.
- Planning the construction activities along with the MEP engineers in line with the project plan and execution.

**Company: Emirates Trading Associates Constructions limited, India**

Duration: April 2007 – Feb 2010

Position: Site Engineer.

Project: High rise residential towers 2B+G.F+12 floors (total 10 Towers) – 950 Apartments.

Budget: 74 million USD

**Project: The Gardens, Located in Bangalore, India**

Residential towers, this project is on 16.2 acres land, there were total of 10 Towers, out of 10 towers 8 Towers are of 18 floors and 2 towers of 7 floors including Upper Basement Floor, Lower Basement Floor for Car Parking, Swimming pool, auditorium, tennis and Basketball court, club house etc.,

**Responsibilities:**

- Actively involved in co-ordination of all services and conducting site supervision, arranging resources at site.
- Supervised the construction works such as block work layout marking, checking works as per specification and checklist, internal and external wall plastering, reinforcement checking and concreting works,
- Coordinating with MEP services, flooring and dado works, water proofing works, grouting works, false ceiling works- grid false ceiling & gypsum board, painting works and attending final snag list points.
- Reporting the requirement of resources, materials and drawings to project manager.
- Supervise and monitor the site activities force through foreman, monitoring the construction works of subcontractors as per drawings,



**Education**

Bachelor of Engineering : Kuvempu University, India  
Intermediate : DVS College, India  
SSLC : Vasavi Vidyalaya, India

**DECLARATION:**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned.