

# CIRRICULAM VITA

**NAEM JABER**

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## **Objective:**

To find a career that will provide me opportunity to prove my abilities & to contribute in the growth of the business as a responsible team member & strive to excel & increase the success of organization by applying to business requirements.

## **Qualification:**

- ❖ Candidate to Bachelor Degree in **CIVIL ENGINEERING**, Jerash Private University 2012-2017.
- ❖ Faculty of Engineering And **DIPLOMA** Of Surveying Engineer, Al Balqa Applied University.

## **Training Course:**

Trainer Civil Engineer at Naif da'abes and partners contracting company In August 2017

## **WORK EXPERIENCE**

- **Work As a Site Engineer at Abdel-Rahman Al-Namleh Contracting Company 12/ 2017 till 2020.**

### **Job Responsibilities:**

- *Preparation of Submittals.*
- *Preparation of Take-off Quantities and Pricing Project.*
- *Solving the Site Condition Issues.*
- *Arrange My Team (Foremen & Labors )*
- *Attending the Regular Meeting with Client & Consultant.*
- Do all working infstructure and Road Works.
- Do all working construction.
- Building *Box Culverts for drain water*
- ALL Structural and finishing works.
- Co-ordination and supervision of sub-contractors and other departments
- Read all drawing
- Prepare the plane of work

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- Preparing the work Schedule and implementation for the Execution.
- Preparing Purchase request and follow up for the project materials as given in the construction drawing

## **Professional Profile:**

I am willing to give total support to the organization that I am in, with the experience and capability that I have, in order to realize organization's goals and create mutual benefits

## **Technical skills:**

Application Packages : MS-OFFICE (Word, Excel, PowerPoint & Access)  
Software Skills : Prokon , AutoCAD, etabs , safe, civil 3d ,  
Primavera  
Device skills : GPS , TOTAL STATION , LEVEL

## **Personal Skills:**

- Ability to work under pressure
- Adapting myself with any new tool and any new environment.
- Working alone or as a member of teamwork.
- Good in handling problems
- Good communication skills
- Good presentation skills
- Time management skills

## **Personal Profile:**

Date of Birth : 22-oct-1994  
Nationality : Jordanian.  
Language known : English, Arabic  
Status : Married  
Present Address : Al Riyadh, Saudi Arabia.  
Iqama : Available

## **Reference:**

Recommendation and experience letters, Available upon Request