

## MASUD RANA SARKAR

House No: 66/G, West Rajabazar, Tejgaon, Dhaka-1215



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<https://insidesketch.blogspot.com/>

### Career Objective:

To work in a dynamic environment where I will use my expertise in both cost management and field operations to manage co-workers and equipment while strictly adhering to safety and quality standards.

### Career Summary:

Project Engineer with about 7 years' experience of combined interior Project management in the Commercial interior, Home interior, pavilion Projects. Offers an in-Depth understanding of project process from conception to close out. Works well with people at all levels including engineering team, stakeholders, outside consultant and contractors. Self-motivated, innovative and goal-oriented professional committed to delivery successful projects.

### Job Experience:

#### Project Engineer (May 1,2019-Continuing)

##### Vitti Sthapati Brindo Ltd.

Company Location: 27/A, Sangshad Avenue, Dhaka 1215

Department: Civil

#### Handover Project execution of interior decoration & building Construction work:



#### INTERIOR PROJECTS

1. British American Tobacco (BAT) -Ongoing
2. Dhaka Bank Head Office, 12 Storied Interior Project at Gulshan-1, Dhaka.

#### Duties/Responsibilities:

- # Supervision and execution of work as per architectural views, architectural plan and details major projects involved.
- # Responsible for the day-to-day operations of build interior and building construction sites including leading and managing.
- # Supervise civil work, sanitary work, Electric work, Labor management &etc.
- # To estimate quantities and cost of materials, equipment, or labor to determine the project BOQ.
- # Knowledge about finishing work.
- # Management of the engineering team of the project.
- # Quality control of the construction work of the project.

- # Prepare BOQ and verify Contractor's bill.
- # Management of the engineering team of the project.
- # Available after hours, as is reasonable, to meet the demand of site operations.

### **Sr. Site Engineer (September 1, 2014 – April 2019)**

#### **Archeground Ltd.**

Company Location: 44/1 Noor Mahal, Lakecircus, kalabagan,Dhaka 1205.

Department: Civil

### **Handover Project execution of interior decoration & building Construction work:**

#### **⇒ INTERIOR PROJECTS**

1. UCBL Bank, Nikunja, Dhaka.
2. UCBL Bank, 6 Dilkusha, Mothijel, Dhaka.
3. UCBL Bank, Pahartali, Chittagong.
4. Shima Seiki Pacific Associated Ltd. Road no 113, House no- 14, Gulshan 02.
5. Knit Concern Group, Narayangonj.
6. Narayangonj Club Ltd, Chasara,Narayangonj.
7. MP Shamim Osman apartment at gulshan -2.

#### **⇒ CONSTRUCTION projects**

1. Bengal Shilpaloy ,7 Storied Commercial Building. Road no -Old 27, Dhanmondhi Dhaka.
2. Knit Concern model school at Munshigong.
3. Vacation House at Gaporgaon, Mymenshingh.

#### **Duties/Responsibilities:**

- # Supervise civil work, sanitary work, Electric work, Labor management &etc.
- # To estimate quantities and cost of materials, equipment, or labor to determine the project BOQ.
- # Knowledge about finishing work.
- # Management of the engineering team of the project.
- # Quality control of the construction work of the project.
- # Prepare BOQ and verify Contractors bill.
- # Deliver consistent and high-quality work utilizing industry standard methodologies & materials.
- # Monitor and supervise sub-contractor/worker on the site.
- # Responsible for taking deliveries of materials & supplies.
- # Adhere safety policy and practices and create a positive and encouraging work atmosphere.
- # Available after hours, as is reasonable, to meet the demand of site operations.
- # Provide Engineering support for project in various stag of design, estimating and Construction.
- # Assist estimators by calculations complete take off of scope of work.

- # Assist in preparation of bid packages.
- # Assist project managers with the preparation and maintenance of constructions schedule.
- # Receive, review, forward and track status of submitting and change order.
- # Update construction schedule based on project team input.

#### Educational Qualification:

- **Degree: Bsc in Civil Engineering.**

Institute:	Duration of Course:	Concentration/Major:	Win out year:	CGPA
World University Of Bangladesh.	Four Years	Environment	2019	2.69

- **Degree: Diploma in Civil <sup>(construction)</sup> Engineering**

Institute:	Duration of Course:	Board:	Win out year:	CGPA :
Kurigram Govt. polytechnic institute.	Four Years	Bangladesh Technical Education Board <sup>(BTEB)</sup>	2014	3.48 Out of 4

- **Degree: Secondary School Certificate (S.S.C)**

School:	Board:	Group:	Win out year:	CGPA:
Holokhana High School.	Dinajpur	Science	2010	4.50 Out of 5.00

#### Application Software & IT

Auto CAD  
MS Office

#### Language Proficiency:

Bengali (Native)  
English (intermediate Level)

**Personal Information:**

Father's Name : Abdul Haque  
Mother's Name : Mazida Begum  
Date of Birth : 4<sup>th</sup> December, 1994  
Nationality : Bangladeshi  
Religion : Muslim  
Marital Status : Unmarried  
Height : 5ft 6 inch  
Weight : 70 Kg  
Blood Group : A (+ve)

**Mailing & Permanent Address:**

Vill: Madajalfara, P.O: Holokhana, P.S: Kurigram Sadar, Dist: Kurigram.

**References:**

Name : Md. Sahadat Hossain Talukder  
Organization : Vitti Sthapti Brindo Ltd.  
Designation : Project Manager  
Address : 27/A, Sangshad Avenue, Dhaka 1215.  
Mobile : 01712235476  
Email : saadat301@gmail.com  
Relation : Professional

**Confidence:**

I am a Smart, young, energetic, dynamic, good- looking, an outgoing pleasant personality and Self-started, strong inter-personal skill with an ability to work at a high pace on one's own imitative.

**Signature**

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Date: 06.05.2021

**Masud Rana Sarkar**