

Md. Faisal Ahmed

B.Sc in Civil Engineering (CE)

Mailing Address: 105/38 Karnopara,
Savar, Dhaka- 1340.

Mobile Number: +8801846567357

E-mail: ahmed.faisal201466@gmail.com



Objective

Want to learn in every circumstance to enrich personal skill and give the best in the given task. Strongly believe in group work either as a leader or fellow. Highly ambitious and optimistic about career and lifestyle. Can cope with any type of situation and have the patience to recover the faults done. Aim to make the society for all beyond any sorts of discrimination (religious, gender based, economic, political, racial).

Professional Experience

❖ Company Name: Update Interior

(August 2013 – December 2015; July 2016 – February 2020)

Designation: Project Coordinator

Major Projects:

- Interior Decoration & Construction works of United Commercial Bank Ltd. ADC Hub & Zonal Office Cumilla Branch.
- Interior Decoration & Construction works of United Commercial Bank Ltd. ADC Hub Mawna Br.,
- Interior Decoration & Construction works of United Commercial Bank Ltd. ADC Hub Bijoyagar Br.
- Interior Decoration & Construction works of United Commercial Bank Ltd. ADC Hub Mirpur-1 Br.
- Interior Decoration & Construction works of United Commercial Bank Ltd. Subid Bazar Training Center Sylhet,
- Interior Decoration & Construction, repairing & renovation works of United Commercial Bank Ltd. Difference Branches and ATM Booths.
- Interior Decoration & Construction, repairing & renovation works of Commercial Bank of Ceylon. Difference Branches and ATM Booths.
- UCBL all ATM, Express Booth, Agent Banking and Uposhakha Drawing.

Job Responsibility:

- Project surveying.
- Brief analysis of tender document and BOQ.
- Master schedule/ work plane preparation.
- Progress work as per Master schedule/ work plane.
- Study all drawing and maintain work accordingly.
- Site inspection for civil & interior works as per project specifications.
- Supervise site staff and coordinate between Management and Site.
- Supervise technical and non-technical staff.
- Bill Check & Making.
- Preparation of BOQ.
- Tender and procurement related works.
- Coordinate with Architecture & Engineering Design Department for efficient and smooth functioning of project.
- Estimation & Costing of modification works for all Civil and Interior works.
- Measurement sheet preparation.
- Proper management of materials and workmanship.
- Ensure that all the works meets the stipulated quality standards.
- Report Project status and progress report & prepare Interim/revised project schedule.
- Develop and supervise project monitoring, controlling and communications management.
- Coordinate with subcontractors and labor for smooth flow of work.
- Perform any other task assigned by the management.

❖ Company Name: Astha Interior

(December 2015 – June 2016)

Designation: Project Engineer

Major Projects:

- Interior Decoration & Construction works of Union Bank Ltd. Mirpur-10 and Bonpara Branch.

Job Responsibility:

- Project surveying.
- Brief analysis of tender document and BOQ.
- Master schedule/ work plane preparation.
- Progress work as per Master schedule/ work plane.
- Study all drawing and maintain work accordingly.
- Site inspection for civil & interior works as per project specifications.
- Supervise site staff and coordinate between Management and Site.
- Supervise technical and non-technical staff.
- Bill Check & Making.
- Preparation of BOQ.
- Tender and procurement related works.
- Coordinate with Architecture & Engineering Design Department for efficient and smooth functioning of project.
- Estimation & Costing of modification works for all Civil and Interior works.
- Measurement sheet preparation.
- Proper management of materials and workmanship.
- Ensure that all the works meets the stipulated quality standards.
- Report Project status and progress report & prepare Interim/revised project schedule.
- Develop and supervise project monitoring, controlling and communications management.
- Coordinate with subcontractors and labor for smooth flow of work.
- Perform any other task assigned by the management.

❖ Company Name: Nashid Enterprize

(March 2020 – Till Now)

Designation: Senior Project Coordinator

Major Projects:

- Renovation works of Institute of Nuclear Medicine and Allied Science (INMAS) Chottagram.
- Renovation works of INMAS Rangpur at Rangpur Medical.
- Supply and Installation works of INMAS Dinajpur Patient Management at Dinajpur Medical.
- Supply and Installation works of INMAS Rajshahi Patient Management at Rajshahi Medical.
- Renovation works of NINMAS at PG Hospital Dhaka.
- Renovation works of INMAS Dhaka Medical College Hospital.

- Renovation works of Institute of Food and Radiation Biology (IFRB) Bangladesh Atomic Research Center at Savar, Dhaka.
- Renovation works of Institute of Electronics (IE) Bangladesh Atomic Research Center at Savar, Dhaka.

Job Responsibility:

- Project surveying.
- Brief analysis of tender document and BOQ.
- Master schedule/ work plane preparation.
- Progress work as per Master schedule/ work plane.
- Study all drawing and maintain work accordingly.
- Site inspection for civil & interior works as per project specifications.
- Supervise site staff and coordinate between Management and Site.
- Supervise technical and non-technical staff.
- Bill Check & Making.
- Preparation of BOQ.
- Tender and procurement related works.
- Coordinate with Architecture & Engineering Design Department for efficient and smooth functioning of project.
- Estimation & Costing of modification works for all Civil and Interior works.
- Measurement sheet preparation.
- Proper management of materials and workmanship.
- Ensure that all the works meets the stipulated quality standards.
- Report Project status and progress report & prepare Interim/revised project schedule.
- Develop and supervise project monitoring, controlling and communications management.
- Coordinate with subcontractors and labor for smooth flow of work.
- Perform any other task assigned by the management.

Personal Information

Name: Md. Faisal Ahmed

Blood Group: O⁺

Father's Name: Joynal Abedin

Marital Status: Unmarried

Mother's Name: Salma Akter

NID Number: 6424811385

Date of Birth: 25-11-1995

Permanent address: Vill+ P.O.: Batakandi,

Nationality: Bangladeshi

Thana: Titas, Dist: Comilla

Sex: Male

Present Address: 105/38 Karnopara,
Savar, Dhaka- 1340.

Academic Qualifications

Examination	Pass Year	Board/University	Concentration	GPA/CGPA
B.Sc	2020	European University of Bangladesh (EUB)	Civil Engineering	3.75 (Out of 4.00)
HSC	2014	Comilla	Science	3.90 (Out of 5.00)
SSC	2011	Comilla	Science	4.38 (Out of 5.00)

Extracurricular Activities

1. Vice president (2019-2020) - EUB Civil Council, EUB
2. General Secretary (2016-2019) - EUB Civil Council, EUB
3. Education Secretary - EUB Civil Club, EUB
4. Participated several school sports, became school level champion and thana level runner up in Disk throwing

Computer Skills

MS Word, MS Power Point, MS Excel, Auto CAD (2D), Sketch Up

Internet Skills

Internet browsing, Mailing, Watching YouTube at free time to be balanced with modern society, Searching for new things etc.

Language Proficiency

Bangla: Read, Write, and Speak (Excellent in three phases as native language)

English: Read, Write, and Speak (Good in three phases as 2nd language)

Reference 1

Md. Abul Kalam Asad

Cell - 01811420210

Vice President

General Service Division

United Commercial Bank Ltd.

Reference 2

Md. Mobarak Hossain

Cell – 01772982024

Proprietor

Update Interior

Regards

A square box containing a handwritten signature in black ink. The signature is written in a cursive style and appears to read 'Faisal'.

Md. Faisal Ahmed