

# CHIPPY RAJ R

## CIVIL ENGINEER



[Chippyrajeesh15@gmail.com](mailto:Chippyrajeesh15@gmail.com) ✉

+971582696013 ☎

Dubai 📍

Looking for a challenging career which demands the best of my professional ability in terms of technical and analytical skills and helps me in broadening and enhancing my current skill and knowledge

### **WORK EXPERIENCE**

#### *Project Coordinator cum Quality Engineer*

**ARCUS, Malappuram, Kerala**

*December 2020 – January 2022*

- Liaise with clients to identify and define requirements, scope and objectives
- Assign tasks to internal teams and assist with schedule management
- Make sure that clients' needs are met as projects evolve
- Analyse risks and opportunities
- Monitor project progress and handle any issues that arise
- Act as the point of contact and communicate project status to all participant
- Use tools to monitor working hours, plans and expenditures
- Break projects into doable actions and set timeframe

#### *Assistant Engineer*

**HRDS INDIA, Palakkad, Kerala**

*May 2019 – March 2020,*

- Performing regular inspections of equipment and scheduling maintenance or repairs.
- Providing assistance to different staff or **engineering** teams.
- Inspecting inventory and reporting inconsistencies as well as ordering more materials.
- Producing CAD drawings according to specifications
- Regular attendance at work site.
- Making sure the project complies with legal requirements, especially health and safety

### **ACHIEVEMENTS**

- ✓ 1<sup>st</sup> class Honours in BE Civil Engineering from Anna University

### **SOFTWARE SKILLS**

- Auto CAD (2D & 3D)
- MS Office (Word and Excel)

### **CERTIFICATIONS**

- Auto CAD
- Quality Control

## **EDUCATION**

### **B.E IN CIVIL ENGINEERING**

ANNA UNIVERSITY - APRIL *2018*

### **DIPLOMA IN CIVIL ENGINEERING**

STATE BOARD OF TECHNICAL EDUCATION  
AND TRAINING - APRIL 2015

### **12th**

KERALA STATE BOARD - MARCH 2012

## **PERSONAL PROFILE**

Nationality : Indian  
Date of Birth : 15-12-1994  
Sex : Female  
Marital Status : Married  
Passport Number : U8640138(Valid Until 2031)  
Visa status : Visiting Visa  
Availability : Immediate

## **REFERENCE**

Shall be provided on request

## **DECLARATION**

I solemnly declare that all the information furnished in this document is free of errors to the best of my knowledge.

Date :  
Place : Dubai

## **KEY SKILLS**

- Interpersonal Communication Skill
- Supervision & Leadership Skill
- Technical skill
- Clearly Explain Design Ideas
- Knowledgeable of AutoCAD
- Highly Detail Oriented

## **LANGUAGES**

- English
- Malayalam
- Tamil

## **INTERESTS**

- Social Media
- Travelling

CHIPPY RAJ R