

CHIPPY RAJ R

CIVIL ENGINEER



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+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

- ✓ 1st 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

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