

Resume of

Engr. Sujan Kumar Bhowmik

B.Sc. in Engineering (Civil) - WUB

Diploma in Computer Science & Technology-NTRAMS



Contract: +88-01822-002-223

E-mail: sujan.autocad@gmail.com

Webpage: <http://sujanbhowmik.com/>

- **Working Experience:**
 - a. Overseas Experience: **3 years and 9 months**
 - b. Local Experience: **14 years and 5 months**

CARRER SUMMERY

From January 2000 to till now I am working in various Engineering post. I have diversified vast professional experience in the construction field. I have managed and worked with various complexes competitive challenging projects and have implemented them successfully with efficiency and quality. I have expertise in project cost estimation, negotiations for projects at various levels, up to date knowledge about various government and private body regulations a well experienced in project management.

CARRER GOAL

Seeking a Middle Management position in competitive construction projects where I could prove my expertise and vast experience gained in this area.

SKILLS AND STRENGTHS

- ☞ Excellent Communication Skill both in Bengali, English, Hindi and Arabic.
- ☞ Excellent presentation and report writing skill both in Bengali & English.
- ☞ Efficient Management and Leadership ability with senior & junior staff.
- ☞ Effective budgeting and cost management of projects.
- ☞ Efficient planning & preparing monthly work program & achievement report and monitoring of daily work progress and coordination of activities.
- ☞ Preparing Comparative Statement (CS) and rate negotiation for different jobs related to site works.
- ☞ Vast knowledge with latest tools and techniques & ensuring quality of all type of materials at site.
- ☞ Skilled on Cast in situ Pile, Pre Cast Pile, Basement activity, Raft / Mat Foundation, Retaining Wall, Isolated / Combined footing, R.C.C column structure, Brick work, finishing work such as Civil, Electrical, Sanitary & Plumbing, Final plastering, floor tile & marble fitting, Painting, Thai Aluminum, Fire Detection & Protection systems, CCTV works etc.
- ☞ Ensuring project safety security by taking with proper safety protection like safety tray, piping and safety net etc.
- ☞ Ensuring wastage control of materials by proper planning of materials.
- ☞ Expert on e-GP (Electronic Government Procurement System) organized by Bangladesh Govt.
- ☞ Excellent Time Management to finish the work scheduled on Time.
- ☞ Skilled on estimate (BOQ & Abstract), specification, Work Scheduling, GOV's schedule of rates etc.
- ☞ Excellent skill on MS Word, MS Excel, MS Power point, MS Project, Auto CAD, Graphics Design, Webpage Design & Development, SEO, Software & Hardware installation & maintains.

MAJOR ACHIEVEMENTS FROM JOB EXPERIENCES

From my job experiences I have learnt how to co-ordinate a team from the front side and complete a project in scheduled time, reporting to the managing authority and follow their instruction if required, control subordinate staff, managing sub-contractors work and perform all sorts of field works as well as documentation. I am able to monitor, update and successfully meet construction schedules and finish at or under budget.

ACADEMIC QUALIFICATION

1. B.Sc. in Engineering (Civil) from World University of Bangladesh in the year of 2015 (CGPA-2.68).
2. Diploma in Computer Science & Technology completed from NTRAMS in the year of 2001 (A+).
3. Diploma in Engineering (Civil) from Bangladesh Technical Education Board in the year of 2000 (2nd Division).
4. Secondary School Certificate from Adarsha Pre-Cadet & High School in the year of 1997 (1st Division).

PROFESSIONAL EXPERIENCES

Employer : KUSHOLI NIRMATA LTD. -Dhaka, Bangladesh.

Designation : Senior Assistant General Manager (Construction)

Department : Tender (BOQ, Estimation, Analysis, e-GP, RHD TDMS)

Duration : From December 2011 to till now.

Responsibilities :

- ☞ e-Tender Document Prepare for PWD Works,
- ☞ Govt. & Public work Tender BOQ prepare,
- ☞ Estimation & Rate Analysis making,
- ☞ R.C.C column structure, Brick work, finishing work (Plumbing work, Final plastering work, floor tile & marble fitting work, Painting work, Thai glass work)
- ☞ Supervision & Implementation Cast in situ Pile, Pile foundation work,
- ☞ Project Cash flow making,
- ☞ Rod & Cement Work order making,
- ☞ Site safety controller.
- ☞ Company web site Design & Update,
- ☞ Company Profile Design by using Photoshop & illustrator,
- ☞ Work Gantt Chart & Network Diagram making,
- ☞ Sub-Contractor Bill checking,

Employer : CREATIVE TRAINING CENTER (CTC) -Dhaka, Bangladesh.

Designation : Principal

Department : HRD, Short Course & 360H Course (BTEB)

Duration : From 01 Oct'15 to till now.

Responsibilities :

- ☞ Administration Control
- ☞ Course Teacher for MS Office application
- ☞ Course Teacher for Graphics Design
- ☞ Course Teacher for Industrial Training
- ☞ Course Teacher for Construction Management
- ☞ Course Teacher for AutoCAD
- ☞ Course Teacher for e-GP
- ☞ Course Teacher for Wordpress

Employer : KUSHOLI TOURS AND TRAVELS -Dhaka, Bangladesh.

Designation : Director

Department : HRD, Visa Processing, Ticketing, Tour Package, Hotel Reservation

Duration : From 01 Oct'18 to till now.

Responsibilities :

- ☞ Webpage Developer
- ☞ Ticketing Assistant (Air, Bus, Rail, Water Bus)
- ☞ Hotel Reservation
- ☞ Visa Documentation
- ☞ Tour Package

Employer : SUNCITY DEVELOPERS LTD. -Dhaka, Bangladesh.

Designation : Assistant Project Engineer.

Department : Residential Building Construction (Various Storied)

Duration : From 11 Jan'11 to 30 Nov'11

Responsibilities :

- ☞ Control & supervise Piling work activity,
- ☞ BOQ making, estimate check,
- ☞ Work quality maintain
- ☞ Site staff & sub-contractor work control
- ☞ Indent check
- ☞ Site material resister check
- ☞ Daily & weakly report

Employer : BHANDARI INFRA PROJECTS INDIA PVT. LTD. -Bangalore, India.

Designation : Quantity Surveyor & Billing Engineer.

Department : Billing

Duration : From 03 May'10 to 10 Jan'11

Responsibilities :

- ☞ Site civil work supervision like RCC foundation for duplex villa, R.C.C column structure, Block work supervision, finishing work (Plumbing work, Final plastering work in Wall, floor tile & marble fitting work),
- ☞ Project R.A Bill making.
- ☞ PRW Billing checking
- ☞ Project qty estimation, costing & BOQ making.
- ☞ Project work Gantt Chart making in MS project,

Employer	: NANDANICK BANGLADESH	- Dhaka, Bangladesh.
	(Building Design, Consultancy & Implementation)	
Designation	: Project Engineer (Civil)	
Department	: Project Implementation.	
Duration	: From 01 Sep '08 to 10 Mar'10	
Responsibilities	: <ul style="list-style-type: none"> ☞ Supervision & Implementation Cast in situ Pile, Pile foundation work, ☞ R.C.C column structure, Brick work, finishing work (Plumbing work, Final plastering work, floor tile & marble fitting work, Painting work, Thai glass work) ☞ Check & control project Billing, ☞ Project work scheduling in MS project, ☞ Site safety controller, 	
Employer	: Civil Works Company Ltd (cWc),	- Jeddah, Saudi Arabia.
Consultant	: Khatib & Al-Ami	
Designation	: Office Engineer & AutoCAD Operator.	
Department	: Construction of Branch Sewerage Networks in North Central District of Jeddah.	
Duration	: From 08 Aug'05 to 07 Aug'08	
Responsibilities	: <ul style="list-style-type: none"> ☞ Sewer line Design, NGL & Survey sheet prepare, planning. ☞ Site supervision, Preparation of daily Progress Reports, Reporting to Chief Engineer ☞ Invoice making, Billing certificate for contractor, Technical Coordinator for Contractor & Consultant. ☞ Preparation of shop drawings, Changes in any shop drawings, Preparation of As-Built DWG etc) 	
Employer	: Nasreen Zamir & ASSOCIATES (NZA)	- Dhaka, Bangladesh.
Designation	: Site Engineer.	
Department	: Interior decoration in <i>Radisson Water Garden Hotel</i> , Dhaka.	
Duration	: From 05 July'04 to 31 July'05	
Responsibilities	: <ul style="list-style-type: none"> ☞ Site civil work Supervision, Reporting to the designer, ☞ Qty Estimation & Costing, Site Billing. 	
Employer	: BCSIR	- Dhaka, Bangladesh.
Designation	: Sub-assistant BIO gas Engineer.	
Department	: BIO gas Plant Project (2nd phase).	
Duration	: From 05 Feb'02 to 30 June'04	
Responsibilities	: <ul style="list-style-type: none"> ☞ Work Plan, Site Supervision, Reporting to the director, Qty Estimation ☞ Costing & BIO gas Plant Implementation. 	
Employer	: The Daily KALYAN	- Jessore, Bangladesh.
Designation	: Reporter & Designer.	
Department	: The Daily News paper.	
Duration	: From 01 June'01 to 31 Jan'02	
Responsibilities	: <ul style="list-style-type: none"> ☞ Report & Photo Collection, ☞ Graphics Design by using Photoshop, Illustrator, Quark Express. 	

TRAINING:

1. Certificate in Practical SEO

Organizer: Bangladesh Association of Software and Information Services (BASIS).

Supported by: Skill for Employment Investment Program (SEIP), Bangladesh

Place : BASIS Institute of Technology and Management (BITM)

Duration : May 24, 2017 to June 23, 2017 - 30 Days.

2. Three Days Training on e-Government Procurement (e-GP) system.

Organizer: CPTU (Central Procurement Technical Unit), IMED (Implementation Monitoring & Evaluation Division), Bangladesh.

Place : 15 Abdul Gani Road, Dhaka-1000.

Duration : September 09, 2015 to September 13, 2015 - 5 Days.

3. One-Day Business Outreach program on public procurement for Business community including Tenderers and Consultant.

Organizer: CPTU (Central Procurement Technical Unit), IMED (Implementation Monitoring & Evaluation Division) and Ministry of Planning, Dhaka.

Place : Institute of Engineers Bangladesh, Dhaka.

Duration : 28th March'2015 - 1 day.

4. Certificate of Aminship & Survey Final Examination.

Organizer : Favorite Survey Training Institute, Dhaka.

Duration : 10th May'2009 to 15th May'2011 – 2 Years.

5. Administrative and financial management training.

Organizer: Institute of Diploma Engineers Bangladesh (IDEB), Kakrail, Dhaka.

Duration : 28th Dec'2004 to 31th dec'2004 – 4 days.

6. Office work maintenance, Estimation of infrastructure, Construction site visit & Laboratory test.

Organizer: Local Government Engineering Department, Jhenaidah, Bangladesh.

Duration : 28th Feb'2001 to 25th Apr'2001 – 2 Months.

Extra Curricular Activities:

Son of Freedom Fighter.

REFERENCE:

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| 1) Mr. Rafique Ahmed
Kusholi Nirmata Ltd.
Managing Director
E-mail: kusholinirmataltd@gmail.com
238/1, Kusholi Bhaban, West Kafrul,
Agargaon, Taltola, Mirpur, Dhaka. | 2) Engr. PKV Murali Dhar Reddy
Bhandari Infra Projects India Pvt. Ltd
Director, BE in Civil.
E-mail: er.murali@rediffmail.com
Bangalore, India. |
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SUMMARY :

Name	: SUJAN KUMAR BHOWMIK
Father's Name	: Sree Sudhir kumar bhowmik
Mother's Name	: Sulota bhowmik
Date of Birth	: 15-08-1980
Mailing & Permanent Address	: Vill: Harindi, P.O+P.S: Srepur, Dist: Magura, Division: Khulna.
Nationality	: Bangladeshi
Religion	: Hinduism (By birth)
Marital Status	: Married
Passport no	: BE 0010361 (Valid till 23 Dec'2019)
National ID card no	: 822 329 8228
Driving License no	: DK0120379 LC (Light Vehicle and Motor Cycle)
Last Position	: Assistant Project Engineer.
Last Company	: Suncity Developers Ltd.
Preferred Position	: Project /Assistant Engineer, Quantity Surveyor, Billing Engineer.

DECLARATION

I, the undersigned certify that to the best of my knowledge and believe, the above mentioned data correctly described my qualifications experiences and me. I authorize you to verify above mentioned information.

Regards,

Sujan Kumar Bhowmik