

ADHIN VENU



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Abu Dhabi, UAE



OBJECTIVE

Seeking a challenging and rewarding opportunity in an organization of repute which recognizes and utilizes my true potential while nurturing my analytical and technical skills.



STRENGTHS

- Overall, 1 year of UAE experience
- Recording – Filling – Reporting Competencies
- MS Office, Adobe Photoshop and Advanced Computer Knowledge and skills



WORK EXPERIENCE

1. BIN HAFEEZ GENERAL CONTRACTING COMPANY, Abu Dhabi

Working as a **Asst. Quantity Surveyor** | April 2021 – Up to still the date

From April 2021 – Present

Organization	: Bin Hafeez General Contracting L.L.C.
Project	: Upgrading of E15 Highway from Ghayathi to Ruwais (Phase-1)
Contract No.	: PD/CA/BPS/SY/R35/P363-2018-DOT/18/90
Client	: Department of Transport (Dot).
Employer	: Abu Dhabi General Service Company (Musanada).
Consultant	: Salfo and Associates sa Engineering & Management Consultants
Position	: Asst. Quantity Surveyor
Location	: Ghayathi, Abu Dhabi

Duties & Responsibilities.

- Reviewing Construction Plans and Preparing Quantity Requirements.
- Preparing of WIR (Work Inspection Request) with all associated work like receiving log updating ETC.
- Monthly progress report.

- Quantity take off for material order.
- Document uploading on Oracle.
- Preparing reports, analyses. Contracts, budgets and other documents.



EDUCATION

- **Diploma in Quantity Survey**
V Institute of Advanced Studies, Kerala, India
- **B.COM Cooperation.**
Kerala University, Kerala, India
- **Higher Secondary Education (+2)**
Board of Higher Secondary School, Kerala, India



LINGUISTIC ABILITIES

Language	Speak	Write	Read
English	Good	Excellent	Excellent
Hindi	Good	Good	Good
Malayalam	Mother Tongue	Excellent	Excellent



PERSONAL INFORMATION

Full Name : Adhin Venu
 Date of Birth : 24th September, 1997
 Gender : Male
 Nationality : Indian
 Religion : Hindu
 Marital Status : Single
 Visa Status : Visit Visa

DECLARATION

I am confident of my ability to work in a team. I hereby declare that the information furnished above is true to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.



ADHIN VENU