



# Marvan Raza

Seeking an opportunity to work as an engineer, to obtain and secure position that will enable me to use my organization skills as well as my ability to work well with people. I am quick learner. I want to work in suitable environment that would challenge my technical skills and give me direction.

## Education

- **MS. Civil Engineering (Transportation Engineering) -**  
Iqra National University, Peshawar (2018)  
(CGPA 3.30/4.00)
- **B.Sc Civil Engineering -**  
Cecos University, Peshawar (2015)  
(CGPA 3.01/4.00)
- **F.Sc (Pre Engineering) -**  
Islamia College, Peshawar (2011)  
(1<sup>st</sup> Division)
- **Matriculation (Science Group) -**  
Forward Public School, Hayatabad (2009)  
(1<sup>st</sup> Division)

## Contact Info

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## Skill Highlights

- Administrative Skills
- Microsoft Office
- Strong decision maker
- Teamwork
- Communication Skills
- Innovative & Creative
- Highway construction, material and requirements
- Highway Geometric Design
- Highway Structure Design
- Sound knowledge of highway, concrete and geotechnical lab tests
- Team Leader

## Experience

### Wireless on site Civil Engineer with Huawei on Ufone mega project (1 December 2023 till date)

- Planning the site from kickoff to ATP.
- Responsible for the whole North region new sharing sites.
- Managing overall civil activities on buildup and sharing sites.
- Ensure the overall worked according to the design and standards.
- Reporting to the Manager for overall progress and the situations.
- Problem solving on site and recommendations for any changes in the drawings as per site.
- Ensuring the QA and QC on site.
- Ensuring the onsite test conduction.
- Material testing and approval.
- Official correspondence with client and sub-contractor through letters and emails.

## Software

- Auto CAD (2D/3D)

**Convener CQI (Civil Engineering Department) at Iqra National University, Peshawar (August, 2022- Dec 2023)**

- Leads the CQI process and program evaluation through monthly data collection, analysis, audits and reporting, and implements performance improvement plans for areas as identified.
- Assists in the development, monitoring and presentation of internal quality measures and initiatives.
- Coordinating tracking and reporting of Civil Engineering outcomes, and follow-up of corrective action plans
- Responsible for developing methods for data collection and extracts data as required, from OBE Soft.
- Demonstrates expertise in data management and the use of analytical and statistical tools to identify trends in current evaluation processes and systems in Civil Engineering education.
- Uses a range of quality improvement tools and techniques to evaluate and successfully redesign processes toward improved performance in building and construction.
- Assists with coordination of monthly CQI meetings.

**Lecturer (Civil Engineering Department) at Iqra National University, Peshawar (10 Jan, 2019- Dec 2023)**

- Preparing and delivering lectures.
- Developing curricula and course material that can be used across a number of platforms.
- Collaborating with other academics and lecturers to improve teaching methods and expand knowledge base
- Setting and grading assignments, tests, and exams.
- Attending and participating in meetings, conferences, and other events in and outside of the institution.

**Lab Engineer (Civil Engineering Department) at Iqra National University, Peshawar (Oct 3<sup>rd</sup>, 2018 – Jan 9<sup>th</sup>, 2019)**

- Design and conduct labs.
- Demonstration of different lab tests in Highway, Geotech and Concrete Lab.
- Operation, maintenance and inventory management of lab equipment and consumables
- Preparation and grading of laboratory and other exams.
- Selection and upgrading of lab equipment as required.

**Worked as Assistant Resident Engineer with Spectra Engineering Solution Pvt limited (Oct 2017 – May, 2018)**

- Assessing the Resident Engineer in the project execution and implementation of work in accordance with drawing and standards
- Checking monthly bills of contractor and payment release approval
- Preparing the schedule of work as per availability of resources and finances
- Material checking and their approval
- Correspondence letters with contractor and clients.
- In the absence of Resident Engineer also working as Resident Engineer for specific durations handling all things.
- Different tasks from Resident Engineer on site to its accomplishment.
- Arranging meetings with client and contractor.
- Arranging staff meeting regarding different issues highlighted by staff and their solving to its best level.

### **Worked as a Trainee Engineer With National Highway Authority, Pesh (March 3<sup>rd</sup>, 2017 – Sept 3<sup>rd</sup>, 2017)**

- Worked as a Trainee Engineer (NHA) At CPEC Package 1 ( REHMANI KHEL TO YARIK DI KHAN) from 3<sup>rd</sup> March 2017 to 3<sup>th</sup> sep 2017.
- The project was a part of CPEC road of length 54 km. The client was NHA and consultants and contractor were Techno consultants and NLC respectively
- Supervising the site activities
- Preparing site management plans and scheduling site activities.
- Ensuring the performance and the quality of works.
- Quantification of materials and managing overall process.
- Attending meetings with the clients.

### **Worked as a Site Supervisor with SHAZ Consultants Pvt Limited (Oct 2015 – Feb 29<sup>th</sup>, 2016)**

The project was the construction of a multi-story building named “Fountain house” located in Peshawar. It was mental hospital. The client was communication and works department and I worked on the behalf of Shaz Consultants Pvt Ltd.

- Supervising the site activities
- Preparing site management plans and scheduling site activities.
- Ensuring the performance and the quality of works.
- Quantification of materials and managing overall process.
- Recording minutes of meeting during meetings with clients and contractors
- Managing the overall progress of the work and ensuring timely completion of works
- Checking bar bending schedule and approval.
- Drawing and Checking of shop drawings.
- Checking of Monthly bills and BOQ.

### **References**

References available on request