

As an Architect over the 10 years of my career in building Architecture, I was involved in more than 700 projects. I have gained hands-on experience to execute project including planning, supervising, and overseeing the construction from inception to completion. I performed design with the latest building codes to ensure safety and comfort of occupants.

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Present Address

95-22 76th Street, APT 2, Ozone Park, NY 11416

Driving License

- USA
- Oman

Membership:

- International Associate, AIA 40791715
- Member, IAB, M-123
- Member, Oman Society of Engineers, OSE1905503

Areas of Expertise

- Architectural Design
- Construction Project Management

Computer and Technology Knowledge

- AutoCAD
- Autodesk REVIT
- Basic Sketch Up
- D5 Render
- BIM Collaborate Pro
- Microsoft Project
- Autodesk Construction Cloud
- MicroStation
- Plan swift
- On screen Takeoff
- ESRI ArcGIS Pro
- Primavera P6
- Urbano 11
- Procore

EXPERIENCES

BOTTOM LINE CONSTRUCTION & DEVELOPMENT

Assistant Project Manager (1st Nov 2023 - Present)
232 W. 139th Street New York, NY 10030, USA.

ZAMAN CONSTRUCTION CORP.

Project Associate (22nd March 2023 - 30th September)
97-53 5th Street, Ozone Park, NY, 11416, USA.

ARC-HI-TECT ASSOCIATE INC

Associate Architect (1st April 2020 - 20th February 2023)
14-27 Broadway, Astoria, NY 11106, USA.
(Remote Employment)

HAMAT HRMZ LLC

Manager (1st July 2018– 15th February 2023)
Al Amrat, Muscat, Postal Code-114, Sultanate of Oman.

TRIOTECT & ASSOCIATES LTD.

Senior Architect (5th April 2015 - 1st April 2020)
15/E, Kalabagan, Dhaka-1205, Bangladesh.
(Remote Employment)

KAMAL ISMAIL CONSULTANT

Senior Architect (14th June 2017 - 15th June 2018)
Ruwi, Muscat, Postal Code 112, Sultanate of Oman.

DAR AL MUSHRIQ ENGINEERING CONSULTANCY

Architect (25th April 2015 - 31st May 2017)
Al Amrat, Muscat, Postal Code-131, Sultanate of Oman.

INSIGHT ARCHITECTS & INTERIORS

Associate Architect (1st October 2011 – 31st March 2015)
122, Road-1, Mohammadpur, Dhaka-1207, Bangladesh.

EDUCATION

MASTER OF ENGINEERING MANAGEMENT

Westcliff University, Irvine Campus, CA, USA
(Studying Feb 2023- Feb 2025)

BACHELOR OF ARCHITECTURE (B. ARCH)

Ahsanullah University of Science & Technology, Bangladesh
2006 – 2013 (Thesis Completed 2011)

My Job Responsibilities

Construction:

- Assist the project manager in planning, coordinating, and executing NYC SCA Projects, commercial construction projects from start to finish.
- Work with the project team to ensure projects are completed on time, within budget, and according to quality standards.
- Prepare and maintain project documents, such as schedules, contracts, submittals, RFI, change orders, requisitions, and daily progress reports.
- Communicate and collaborate with internal and external stakeholders, such as clients, architects, engineers, subcontractors, and suppliers.
- Monitor and track project progress, costs, and performance, and report any issues or risks to the project manager.
- Conduct site visits and inspections to ensure compliance with safety, environmental, and building codes.
- Provide support and guidance to Supervisors, field staff and resolve any problems or conflicts that may arise.
- Participate in project meetings, walkthrough, take meeting minutes, and distribute to all project team members.
- CAMP all submissions through Kahua.

Architectural & Engineering:

- Collaborate with project teams to develop architectural designs that meet client objectives, aesthetic goals, and regulatory requirements.
- Produce detailed drawings, plans, and specifications using CAD software to communicate design intent to clients, contractors, and other stakeholders.
- Conduct site visits and surveys to assess existing conditions and ensure design feasibility.
- Coordinate with engineering disciplines and consultants to integrate structural, mechanical, electrical, and plumbing systems into architectural designs.
- Engage in client communication and presentations to present design concepts, address feedback, and obtain approvals.

CERTIFICATION

SITE SAFETY TRAINING (SST) | SAFETY NET INC.

- 8 Hour Site Safety Manager Refresher
- 8 Hour Fall Prevention
- 2 Hour Toolbox Talks
- 2 Hour Pre-Task Meeting
- 1 Hour Electrocution Prevention
- 1 Hour First Aid and CPR
- 2 Hour Drug and Alcohol Awareness
- 1 Hour Excavations
- 4 Hour Supported Scaffold User and Refresher
- 2 Hour Site Safety Plans
- 1 Hour Ergonomics

OSHA | 360 TRAINING

- OSHA 30 Hour Outreach Training Program – Construction

NYC SCHOOL CONSTRUCTION AUTHORITY (SCA)

- CAMP NOD Training
- CAMP Daily Reports Training
- LCMS for POs Training
- CAMP Submittals Training
- CAMP Basic Navigation Training
- CAMP RFI Training

HUMAN RIGHTS | NEW YORK CITY COMMISSION

- Confronting Sexual Harassment Tools and strategies to create a harassment-free workplace.

OMAN SOCIETY OF ENGINEERS

- Project Controls using Earned Value Management (EVM).
- Successful Project Management Office (PMO) Implementation.
- Drone technology in smart cities.
- Planning and Scheduling using Oracle Primavera P6.
- Evaluation of structures Module 1.
- International Fire Safety Standards.
- Certificate in Energy Management Essentials – EI.
- Managing Tender and contract.
- Agile Project Management.
- Six Sigma Green Belt.
- Applied Maintenance Management.
- Construction Financial Management.
- Certified Safety Professional-CSP.

INSTITUTE OF ARCHITECTS BANGLADESH (IAB)

- Aspects of LEED, GRIHA and the Certification Process.
- Architects Obligation Under IAB Constitution, Code of Ethics and Professional Conduct & Methods of Selection of Architects.
- Dhaka Mahanagar Imarat Nirman Bidhimala 2008.