

Resume

PERSONAL INFORMATION:

Full Name: **Soheil Shakoori Divani**
Date of birth: **December 30, 1979**
Nationality: **Iranian**
Phone no: **626 428 9175 - 626 857 1134**
Email Address: **soheil_shakoori@yahoo.com**

WORK HISTORY:

April 2008 up to now : **Mahyad Sazeh Gostar Eng. Co.**
Position Held: **Construction manager**

RESPONSIBILITIES:

Planned and developed time tables for the civil engineering projects.
Controlled and supervised planning in the project execution stages (time & budget)
Coordinated the Executive teams in accordance with the policies set forth by the company.
Prepare work progress report based on schedule .

April 2006 to April 2008: **Rafsanjan Industrial Complex (Taliya)**
Position Held: **Civil engineer**

RESPONSIBILITIES:

work performance time Supervised construction progress during the .
Managed teams of sub-contractors and enforced building code standards.
Supervised up to 10 subcontractors at any one time.
Maintained inspection records and prepared reports for use by senior management.

Sept. 2004 to April. 2006: **Atieh Saz Consulting Eng. Co.**
Position Held: **Traffic Expert**

RESPONSIBILITIES:

Compiled the data for various projects and prepared a detailed report.
Developed data for the public viewing.
Surveyed the construction sites.
Investigated problems in carrying out the prepared plans.
Attended seminars on topics related to traffic engineering development.
Prepared technical reports for projects.
Evaluated plans for effective traffic management.

EDUCATIONAL QUALIFICATION:

September 1999 to September 2004:

Islamic Azad University Semnan Branch.
Bachelor's degree in civil engineering .

SKILLS:

Excellent Interpersonal and communication skills .
Excellent problem solving Skills .
Highly-organized and detail orientated.
Hardworking, possesses positive attitude towards work.
Experience in project management.
Able to work in team.

CERTIFICATES:

Softwares:

ETABS, SAP, MSP, AUTO-CAD, PRIMAVERA

English level :

IELTS 6.0

References shall be furnished upon request.