

Hossein Nassif

lv.hossein.nassif@gmail.com / +989912377591 / Tehran, Iran.

Professional Summary

Results-driven Civil Engineering Draftsperson with more than two years of experience in the preparation of technical drawings, maps, and project designs. Highly skilled in the use of AutoCAD and Civil 3D software for creating precise and compliant civil engineering plans. Proven ability to collaborate with senior engineers and project managers, ensuring all projects adhere to technical standards and legal requirements. Proficient in managing project documentation and generating detailed reports to support efficient project implementation and completion.

Core Competencies

- Expertise in AutoCAD and Civil 3D
 - Technical Drawing and Design Skills
 - Project Documentation Management
 - Compliance with Engineering Standards
 - Materials and Supplies Identification
 - Tender Design and Supplier Assessment
 - Field Surveys and Inspections
 - Financial Reporting and Budgeting
 - Superior Communication and Teamwork
-

Professional Experience

Civil Engineering Draftsperson

Omran o Tose' Noavaran Takin, Tehran. 02/2021 – Present

- Developed and prepared technical drawings, and designs based on detailed project specifications and requirements, utilizing both manual techniques and software like AutoCAD and Civil 3D.
- Implemented modifications and updates to drawings and designs following feedback from senior engineers and project managers, ensuring precision and adherence to project criteria.
- Created preliminary layouts for pipeline systems, outlining routes, equipment placements, and connection points, and designed piping systems for fire suppression installations.
- Ensured all drawings and designs conformed to legal regulations and specific project coordinates.
- Systematically organized and maintained project documents, files, and records to ensure accessibility for engineering and management teams.

- Facilitated constructive communication and collaboration with project managers, senior engineers, and project implementation staff.
 - Participated in the analysis and identification of project materials and supplies, examining technical specifications to ensure alignment with project standards.
 - Assisted in the formulation of tender designs for materials procurement, and critically evaluated technical documents from prospective suppliers.
 - Oversaw the delivery and storage of project materials and equipment, and provided comprehensive reporting to senior engineers or project managers.
 - Supplied accurate and detailed information to aid in the preparation of project financial reports, estimates, and budgets.
 - Conducted field inspections, generating thorough reports as required by senior engineering staff.
 - Compiled regular progress reports on project development for review by senior project engineers, ensuring projects were on track and met deadlines.
-

Education

Bachelor of Civil Engineering

Islamic Azad University-Najaf Abad 09/2017 – 02/2021

Certifications

- AutoCAD Professional Certification
 - Project Management Essentials
 - Financial Management for Engineers
-

Skills

- Proficient in AutoCAD, Civil 3D, and other relevant design software
 - Exceptional organizational and document management skills
 - Strong analytical and troubleshooting capabilities
 - Detail-oriented with a commitment to accuracy and quality
 - Excellent communication and collaborative skills
-

References

Available upon request.