**FULL NAME**

Contact Information [Address, Mobile Number, Email]

**CAREER SUMMARY AND OBJECTIVE**

Professional Civil Engineer with 4 years of experience and proven track record in project completion. An analytical problem solver who is proficient in troubleshooting technical issues and ensuring that installation works are up to standard.

**WORK EXPERIENCE**

Site Engineer

[Name of Employer], 2015-2019

* Performed analysis on project-related reports, including maps, blueprints, and surveys.
* Supervised project timelines and ensured on-time completion
* Coordinated with consultants and subcontractors on important project matters
* Performed in-progress inspection and joint inspection to ensure that the works were executed to the required quality standard

**KEY SKILLS**

Technical

* Experience in structural inspection and surveys
* Proficient in budgeting and cost forecasting
* Can read and draft plans and blueprints
* Knowledge of CAD
* Knowledge of Microsoft Office
* Knowledge in various engineering-related programs and software
* Mathematical skills

Transferable

* Decision-making
* Good communication skills
* Problem-solving
* Leadership and delegation
* Organizational skills
* Attention to detail

**EDUCATION**

Master of Science in Civil Engineering

National University of Singapore, 2013-2015

Bachelor of Science in Civil Engineering

National University of Singapore, 2008-2012

Secretary, NUS Civil Engineering Club (2011-2012)