

ASWATHY SAHADEVAN

CONTACT INFORMATION

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Ritaj Community, L Block, Apt
217, Dubai Investment Park 2,
Dubai, UAE

PASSPORT DETAILS

Passport Number : Y2747446

Date of Expiry : 20/05/2034

Place of Issue : Kozhikode

Visa Status : Spouse Visa

EDUCATION

BACHELOR OF TECHNOLOGY IN CIVIL ENGINEERING | 2014 – 2018

- Anna University
- CMS College of Engineering
and Technology, Tamil Nadu

DIPLOMA IN HOSPITAL ADMINISTRATION | 2022

- ISSD, India

HIGHER SECONDARY | 2012 – 2014

- Board of Higher Secondary
Examination, Kerala, India
- De Paul EMHSS, Angamaly,
Kerala, India

SSLC | 2012

- Board of Public Examination,
Kerala, India
- De Paul EMHSS, Angamaly,
Kerala, India

COMPUTER PROFICIENCY

MS Office ★ ★ ★ ★ ★

AutoCAD ★ ★ ★ ★ ★

Google Workspace ★ ★ ★ ★ ★

Internet & Email ★ ★ ★ ★ ★

PROFESSIONAL SUMMARY

Detail-oriented and proactive Civil Engineer with hands-on experience in quality control, construction supervision, and project execution. Proven expertise in ensuring compliance with engineering standards, maintaining high-quality documentation, and overseeing infrastructure maintenance works. Skilled in preparing detailed estimates, drawings, and site inspections while coordinating effectively with multidisciplinary teams. Strong understanding of construction materials, structural analysis, and geotechnical engineering. Adept at managing site activities, ensuring adherence to safety regulations, and delivering projects on time and within budget.

KEY SKILLS

Team Work Work Ethic Analytical skills Strategic Leadership

Decision-making Stress Management Emotional Intelligence

Attention to Detail Positive Attitude Mentorship and Coaching

WORK EXPERIENCE

QUALITY CONTROLLER | February 2022 – June 2024 ERNAD ENGINEERING ENTERPRISES, KERALA, INDIA

KEY RESPONSIBILITIES

- Conducted quality inspections during all phases of construction to ensure adherence to project specifications, standards, and regulations.
- Reviewed and certified inspection and testing documents including materials, calibration records, and laboratory test reports.
- Monitored site activities and construction practices, proactively identifying and addressing non-conformities.
- Maintained quality assurance documentation such as inspection reports, quality records, and non-compliance logs.
- Ensured all construction materials and workmanship complied with approved drawings and specifications.

PROJECT COORDINATOR | August 2020 – August 2021 LSGD, MANANTHAVADY BLOCK PANCHAYAT, KERALA, INDIA

KEY RESPONSIBILITIES

- Coordinated and managed project activities to ensure timely completion in accordance with established plans and budgets.
- Facilitated communication and collaboration among team members, stakeholders, and external agencies to promote project alignment and efficiency.
- Monitored project progress, identified risks, and implemented corrective measures to address issues proactively.
- Conducted site inspections to ensure compliance with technical specifications, construction standards, and quality requirements.
- Verified the quality and specifications of materials delivered and used at the site.
- Monitored daily progress of works and ensured timely completion of projects within budget.

AREAS OF EXPERTISE

- Quality Control & Assurance
- Construction Supervision
- Project Planning & Execution
- Structural Analysis & Design
- Cost Estimation & Budgeting
- Site Inspection & Documentation
- Geotechnical Engineering
- AutoCAD & CAD/CAM Software
- Land Surveying & Drafting
- Material Testing & Evaluation
- Health, Safety & Environmental Compliance

LANGUAGES KNOWN

English	<div></div>	100 %
Malayalam	<div></div>	100 %
Hindi	<div></div>	85 %
Tamil	<div></div>	85 %

REFERENCE

- Available upon request

PERSONAL STRENGTHS

- **COMMUNICATION:** Strong interpersonal, verbal, and active listening skills; effective in resolving issues and facilitating clear, professional dialogue in administrative settings.
- **ORGANIZATIONAL SKILLS:** Skilled in task management and prioritization, with a structured approach to planning and improving overall time efficiency.
- **TEAM MANAGEMENT:** Capable of leading teams, delegating responsibilities, and evaluating performance to enhance productivity and team outcomes.
- **PROBLEM SOLVING:** Proficient in analysing challenges, identifying root causes, and implementing practical solutions to improve processes and outcomes.

PERSONAL DETAILS

Gender	: Female
Date of Birth	: 18/03/1996
Nationality	: Indian