



ATIQUE UR REHMAN BUGHIO

About Me

Efficient and qualified Site Manager with over 2 years of experience in site supervision. Demonstrates an outstanding ability to complete projects ahead of schedule and under budget. Resourceful, reliable, and dedicated to profitability and safety, with a strong focus on customer satisfaction and business growth. Skilled in team leadership, negotiations, and organizational development.

About Me

- **Bachelor of Arts, 2nd Class - 2007**
University of Sindh, Jamshoro
- **Intermediate (Pre-Medical), 2nd Division - 2004**
BISE, Hyderabad
- **Matriculation (Science), 1st Division - 2001**
BISE, Hyderabad

Skills

- Team Building and Leadership
- Communication and Negotiation
- Organization and Time Management
- Interpersonal Skills
- Proficient in MS Word, PowerPoint, Excel, and Internet
- Public Relations Strategies
- Department Management
- Performance Monitoring
- Inventory Management
- Client and Customer Relationship Management

Languages

English
Urdu
Saraiki
Sindhi

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Address

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Experience

Site Manager

Shell Pakistan - Shahdadpur Sindh, Pakistan .October 2023 - Present

- Ensured daily communication with vendors to monitor project progress.
- Used company policies to provide effective issue resolution between customers and employees.
- Inspected sites for compliance with established rules and regulations.
- Coordinated employee schedules and tasks to match workloads.
- Maintained compliance with health and safety regulations, reducing risk of on-site incidents.
- Conducted regular site inspections and managed logistics efficiently.
- Supervised a team of subcontractors and workers, promoting safety and productivity on site.
- Developed strong client relationships to ensure smooth project execution.

Safety Warden

Shell Pakistan - Shahdadpur Sindh, Pakistan , December 2022

- Promoted safe practices at the job site and enforced safety guidelines.
- Trained workers and customers in company protocols and emergency response plans.

Outlet Manager

Oxford Knitting - Hyderabad, Pakistan ,February 2017 - August 2022

- Managed customer relations and outlet operations, including stock and inventory maintenance.
- Led sales team and maintained account management responsibilities.

Branch Collection Officer

NIB Bank - Tando Allahyar Branch, Pakistan.2009

Led recovery and assets activities, built customer relations, and participated in documentation and events coordination.

Sales Consultant

EFU Life Assurance Ltd. .2007 to 2009

Provided financial planning solutions and strengthened client relationships with a focus on life insurance products.