

# FREDRICK AIYEORIBE

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**SUMMARY** A **civil engineering and administration** professional with work experience in firms within education and construction. Dedicated professional with specialist knowledge of site supervision, construction materials management, administration and overall project management. Proficient in AutoCAD, Civil 3D, Microsoft Office and Strategic Planning. Focused on developing more skills through my masters education and online courses to offer more value.

**SKILLS & EXPERTISE**

- Project Plan Development (AutoCAD and Civil 3D)
- Construction Materials Management
- Microsoft Office (Word, Excel and PowerPoint)
- Report Preparation and Presentation
- Inventory Management
- Project Management
- Safety and Environment
- Land Development Planning

**EXPERIENCE** **Exsiogullari Construction Company, Kaduna State, Nigeria** Mar. 2018 - Sep. 2018  
*Exsiogullari Construction Company is a construction company based in Kaduna, Nigeria that provides solutions in designing, construction and renovation of any complex civil infrastructures.*

### Site Supervisor

- Maintained construction costs within set budgets, while adhering to project deadlines.
- Interacted closely with client management to create protocols and procedures based on set policies.
- Checked and prepared site reports, designs and drawings using AutoCAD and Civil 3D.
- Ordered and negotiated the price of construction materials.
- Ensured projects met legal requirements, health standards and environmental safety.
- Assessed the sustainability and environmental impact of projects.
- Prepared and maintained required records, such as work activity or personnel reports and utilized Microsoft Excel in report creation.

**Ministry of Work, Ibadan, Oyo State, Nigeria** Mar. 2017 - Jan. 2018

*The ministry of works is a state government ministry committed in the implementation of projects in the areas of design, construction and supervision of projects to the state.*

### Graduate Intern (NYSC)

- Multitasked by listening during meetings and simultaneously documenting minutes.
- Collaborated with staff in the ministry to renovate various infrastructure within the state.
- Gained first-hand experience of project planning and management from top engineers in the ministry.
- Prepared and presented reports reflecting information as requested by superiors. These reports were developed by utilizing Microsoft Office.
- Reviewed construction plans in Civil 3D with other colleagues, simulated the structures, and listed all the materials required for the projects based on simulation reports.

**Computer Instructor**

- Developed lesson plans, instructional materials and other strategies to ensure that every student has a thorough knowledge of the subject.
- Communicated and interacted effectively with all students and faculty to provide an effective educational environment.
- Managed all student files and projects.
- Created excel spreadsheet to track daily attendance and student performance.

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**EDUCATION**

**MSc Construction Materials and Management**

Ahmadu Bello University, Zaria, Kaduna State

In View

**BEng Civil Engineering**

Landmark University, Omu-Aran, Kwara, Nigeria

2016

**Senior School Certificate**

Command Secondary School, Kaduna, Nigeria

2010

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**PROFESSIONAL  
MEMBERSHIP**

**Nigerian Society of Engineers (NSE)** - Graduate Member

2019

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**STUDENT INTERN**

**Golden Construction Company, Kaduna, Nigeria** | 2015 - 2016

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**OTHER SKILLS**

Excellent Communication, Negotiation, Interpersonal Skills, Time Management, Detail-Oriented, Emotional Intelligence, Team Leadership, Analytical Skills and Mathematical Skills.