

# DALJIT KAUR

SITE ENGINEER - Quality Control, AutoCAD Drafting, Site Supervision & Compliance Inspection

✉ [dkaurbirdi@gmail.com](mailto:dkaurbirdi@gmail.com)

☎ +1 (437)-227-3426

📍 [Calgary, Canada](#)

in [LinkedIn](#)

## SKILLS

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- **Engineering & Design Tools:** AutoCAD, Revit, STAAD Pro, Primavera, Bluebeam, Blueprint Reading.
- **Testing & Quality Assurance:** Field Testing, Field Sampling, Laboratory Analysis, Equipment Calibration.
- **Site Operations & Field Work:** Site Inspection, Material Verification, Construction Safety Monitoring.
- **Project Coordination & Reporting:** Technical Reporting, Documentation Control, Schedule Tracking.
- **Safety & Regulatory Knowledge:** WHMIS, CSTS, OH&S Standards, Quality Control, Risk Identification

## WORK EXPERIENCE

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### Material Technician (Co-op)

May 2023 - August 2023

*WSP Canada Inc*

*Regina, Canada*

- Performed concrete field and laboratory testing (slump, air content, compression) ensuring full compliance with CSA standards and improving quality verification accuracy by 20%.
- Conducted soil density and moisture testing using nuclear gauge equipment while collecting and processing multi-site material samples, reducing testing variance by 18% and accelerating lab turnaround by 18%.
- Coordinated with 10+ engineers and field supervisors to deliver timely quality control data, improving project compliance reporting efficiency by 15%.
- Maintained calibration of testing instruments and prepared 20+ detailed technical reports to support engineers.

### CAD Technician

January 2017 - March 2022

*Param-Tech CAD Services Pvt. Ltd*

*Pune, India*

- Developed detailed architectural and structural drawings (floor plans, elevations, layouts) using AutoCAD, improving drafting efficiency by 30% and reducing revision cycles by 20%.
- Coordinated with multidisciplinary teams to validate design compliance and manage documentation, accelerating project approvals by 28% and strengthening workflow consistency.
- Prepared 15+ technical reports, specification sheets, and comprehensive drawing sets using Microsoft Office, improving documentation accuracy and review efficiency by 22%.
- Performed structural analysis using STAAD Pro in accordance with Indian designs, minimizing rework by 25%.

### Civil Engineer Technician

April 2013 - November 2016

*Encon Design*

*Jalandhar, India*

- Produced precise 2D and 3D residential drawings with AutoCAD, enhancing design accuracy by 26% and reducing revision frequency by 20%.
- Maintained and implemented structured drawing archives and technical documentation, improving retrieval efficiency by 35% and strengthening audit readiness.
- Developed 10+ client review reports and presentations using CAD drawings and 3D models, improving stakeholder decision-making efficiency by 18%.
- Collaborated with 50+ clients and engineering teams to resolve design issues, shortening approval timelines.

## EDUCATION

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### Bachelor in Construction Management

August 2022 - April 2023

*Saskatchewan Polytechnic, Regina, Canada*

### Bachelor of Information Technology

August 2004 - September 2006

*Punjab Technical University, Jalandhar, India*

### Diploma in Civil Engineering

August 1999 - December 2002

*Punjab State Board of Technical Education, Hoshiarpur, India*

## LICENSES & CERTIFICATIONS

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- **Concrete Field and Laboratory Certification (Type C),** *Canadian Council of Independent Laboratories*
- **CSTS Certification**
- **WHMIS Certification**
- **AutoCAD, STAAD Pro & Primavera Certification**
- **Class 2 Driving Licence**