

**B.TECH CIVIL ENGINEER**

*Around 8 years of experience in Estimation and project management for residential in construction projects.*

**Core Competencies**

Estimation ⯍Cash Flow⯍Project Management ⯍ Contract Administration



**PROFESSIONAL EXPERIENCE**

**Projects** – Interior Fitout Works of - Cisco Systems, Microsoft, VM ware (Area 35000 - 45000 sqm)

Residential – Windmills of Your Mind (Villas, Apartments, Office Building)

**Key Responsibilities**

* Post Contract - Valuation of interim bills, Re-measurement of GFC quantities, Variation assessment
* Preparation of cost estimate of projects - Preparation of BOQ and Estimation
* Contract Administration –Preparing Tender documents, Floating the tender and Evaluating the offers for Civil works
* Post Contract –Quantity reconciliation with Tender drawings and GFC/shop drawings, Quantity Surveying, Processing contractors bills, Non- tendered items and variation statements
* Cost and cash flow projections – Cost Report (Cost Dashboard)
* Tracking and Updating Project Schedule in MS Project
* Contract Administration
* Preparing MIS report for the project.
* Instrumental in Costing and tile calculations of apartments and Accountable for Rate analysis of hard finishes
* Support to site and other departments for proper execution of modifications.
* Imparted training and Mentoring by identifyingessential areas to be concentrated by new inductees into the team. Impart knowledge on all the processes involved.

**EDUCATIONAL QUALIFICATIONS**

**Post Graduate Program in Infrastructure Development and Management**

**B.Tech (Civil)**

**Software Proficiency**

Well versed with MS Office, MS Project, SAP ERP & AutoCAD