**JANANI**

**Email**: janani.370004@2freemail.com

**OBJECTIVE**

To obtain a challenging position and implement the acquired skills and knowledge which add value to department goals and organizational growth & objectives. I am sincere, dedicated and hard worker with a natural determination and persistence to achieve goals.

**EDUCATIONAL QUALIFICATION**

* M. Tech Construction Engineering & Management, SRM University - DISTINCTION
* B.E. Civil Engineering, PSNA Engineering (Anna University) – FIRST CLASS

**CERTIFICATIONS**

* **Certified Professional Quantity Surveyor**, Royal Institute of Charted Surveyors **(RICS)** - 2016
* **Post Graduate Diploma in Quantity Surveying & Valuation** – Annamalai University – 2015
* **Certified Quantity Surveyor**, Top Engineers – 2016 – (Certificate No. Top Qua 16970)
* Professionally Certified in **Primavera P6**, Top Engineers – 2016 – (Certificate No. Top P6 16898)
* Professional in Civil CADD (**AutoCAD**, **Archi CAD**, **GT STRUDL**, **MS Project),** CADD Centre - 2005
* Certified in **REVIT, 3DS MAX** from CADD Centre - 2013

**PROFESSIONAL EXPERIENCE**

**8 years of experience** in the field of **Quantity Surveying, Planning, Estimating and Training** subordinates, Graduates, under graduates.

* **CONSOLIDATED CONSTRUCTION CONSORTIUM LTD (CCCL), CHENNAI (Aug 2006 to July 2008)**

**Designation: Assistant Engineer**

**Department: Planning & Quantity Surveying**

**Duties & Responsibilities:**

* Rechecked Quantities from drawings
* Prepared Zero cost report with team members for new projects
* Scheduled Master Construction Programme in MS Project and monitored the progress.
* Coordinated and supported different teams to ensure job is completed as per project plan.
* Prepared EOT Report, Reviewed Planning MIS reports, Reconciliation statement…
* Calculated Resources (Men, Material, Money etc...) required for the project.
* Coordinated and supported different teams to ensure job is completed as per project plan.
* Monitored the progress at site as per the approved programme.
* Interacted with Project Manager and solved the problems.
* Attended weekly progress meetings.
* Other jobs Ordered by Management.

**Projects Handled:**

* Mahindra World City, IT Park, Chennai – 8 Crores
* Mahindra High rise Apartments, Chennai – 5.5 Crores
* Mahindra World School, Chennai – 6 Crores
* Shriram The Gateway, IT Park, Perungalathur, Chennai – 12 Crores
* **NIRMAL PROJECTSS, CHENNAI (March 2011 to April 2012)**

**Designation: Assistant Engineer**

**Department: Planning**

**Duties & Responsibilities:**

* Prepared Estimate for new projects.
* Calculated Resources required for the project.
* Prepared Master Construction programme and checked whether the actual schedule goes as per planned schedule.
* Prepared MIS reports and reviewed documents.
* Effective and efficient utilization of resources.
* Analyzed and minimized the risks in project.
* Properly monitored and controlled the projects and reduced the delays.
* Other jobs ordered by the management.

**Projects Handled:**

* Nirmal Enclave, Duplex Apartments, Velachery Chennai – 5.2 Crores
* Priya Gardens, High rise apartments, OMR, Chennai – 5.8 Crores
* **SRI VINAYAKA CONSTRUCTIONS, DINDIGUL (June 2012 to April 2014)**

**Designation: Assistant Engineer**

**Department: Planning & Quantity Surveying**

**Duties & Responsibilities:**

* Prepared BOQ from drawings
* Prepared Budget for new projects
* Scheduled in MS Project and monitored the progress.
* Cost controlled and Tracked Projects
* Calculated Resources (Men, Material, Money etc...) required for the project.
* Prepared and Reviewed the Planning MIS reports
* Ensured Proper record keeping, documentation for billing.
* Timely reconciliation of Materials with quantities.
* Prepared Extension of time report
	+ Consciousness of the Extra items & Variations compared with Budget
	+ Proper Planning, Scheduling, Monitoring & Controlling of the Project.
	+ By proper Monitoring & Controlling, Completed the project on Budgeted Cost without delay
	+ Monitored the schedules from time to time
	+ Interacted with Project Manager & sorted out the issues and rectified them
	+ Prepared Bills on monthly basis, Verified Submitted vs Certified
	+ Attended weekly progress meetings
* **VELS GROUP, CHENNAI (July 2014 to May 2017)**

**Department: Civil**

**Duties & Responsibilities:**

* Budget prepared for new buildings
* Calculated resources required for works
* Measured Painting Area for buildings
* Cost Prepared for Renovation works
* Trained students in Estimating & Quantity Surveying, Construction Planning & Scheduling, MS Project & Primavera etc.

**SKILLS**

* Highly motivated, proactive providing quality and delivery driven goals
* Ability to fast learning and effectively solve problems under pressure
* Willingness to follow instructions and take responsibility
* Eager to learn and to train juniors
* Ability to work well under pressure
* Ability to learn from failure
* Group work spirit
* Proficient computer skills
* Flexible and versatile

**PAPER PUBLICATIONS**

1. A SYSTEMATIC STUDY ON SITE OVERHEAD COSTS IN CONSTRUCTION INDUSTRY

– International Journal of Research in Engineering & Technology (IJRET) – e sat publications

1. INVESTIGATION AND CONTROL OF MAJOR RISKS ON CONSTRUCTION SITES – International Journal of Chemical Science 14(4), 2016,3087-3096, ISSN 0972-768X
2. EFFECTIVE PLANNING, SCHEDULING, MONITORING & CONTROLLING FOR LOW COST BUILDING
3. A STUDY ON VALUE ENGINEERING IN RESIDENTIAL BUILDING
4. COMPARATIVE STUDY ON COST AND TIME ANALYSIS BY MANUAL AND PRIMAVERA SOFTWARE

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| **PERSONAL DETAILS** |  |  |
| DATE OF BIRTH | : 28.05.1984 |
| GENDER | : Female |
| MARITAL STATUS | : Married |
| LANGUAGES KNOWN | : Tamil, English, Hindi (read & write) |
| NATIONALITY | : Indian |
| DATE OF ISSUE | : 02/05/2017 |
| DATE OF EXPIRY | : 01/05/2027 |
| PLACE OF ISSUE | : Chennai |

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**DECLARATION**

I hereby declare that the above mentioned information is right up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars. I assure you, if I am selected, I will discharge my duties to the entire satisfaction of my superiors.

**Place:**

**Date:**

 **JANANI**