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| **Vivek**  **Civil Engineer**  Email: [vivek.373569@2freemail.com](mailto:vivek.373569@2freemail.com) | pp.jpg |

**OBJECTIVE**

To secure a challenging position where I can effectively contribute my technical and analytical skills towards the development work of the company and its mission and improve my knowledge and skills.

**EDUCATION**

Visvesvaraya Technological University Mangalore, India

**Master of Technology in Civil Engineering** Graduated August 2015

Percentage: 79%

Visvesvaraya Technological University Ramanagar, India

**Bachelor of Engineering in Civil Engineering** Graduated July 2013

Percentage: 62%

**WORK EXPERIENCE (2 YEARS IN CIVIL CONTS)**

Employer: Clip cannas lily infrastructure pvt. ltd

Designation: **Civil Engineer**

Duration: August 2015 - September 2017

Place: Bangalore, India

**Responsibilities:** Execution, Planning, Quantity Surveyor, Billing Process, Material Management, Interior Checking, Plumbing and Electrical Knowledge Field.

**Execution Part:**

* Ensure work is in accordance with working drawings & Specification.
* Monitor & control of the men & material consumption.
* Ensure High productivity and proper usage of assets & machineries.
* Plan work in co-ordination with MEP activity.
* Coordinating with different agencies involved in to maintain proper speed of the project.
* Maintaining daily work program report and ensure quality & safety.

**PQS Part:**

* Monthly RA bill preparation as per work execution with proper measurement sheet, sending the same to Head Office for verification & approval.
* Getting the bill certification from concern (PMC / Client) as per the timeline & requesting for invoice.
* Submitting the certified invoice to client & sending the acknowledgement copy to office.
* Preparation of Billing status every month ( Target v/s achieved ) and Contractor bill checking.
* Preparation of weekly & monthly fix wise progress report.
* Preparation of monthly costing sheet of material & manpower consumption for project, site maintenance & sending the same to office as per timeline.
* Preparation of Handing over Documents along with proper test reports.
* Material Planning & sending the purchase request to office for procurement as per lead time.

**PROJECT HANDLED**

**SRT Commercial and Residential Apartments:**

* SRT commercial and residential (G+7) apartments, the residential 1860sqm area consists of 1basement, 2floor commercial + 4floor residential having 29flats + 2floor pent houses + Roof.
* Client: SRT Promoters and Developers
* Project Handled: Clip cannas lily infrastructure pvt. Ltd

**SKILLS**

* Soft Ware: Auto CAD and MS Project
* Tools: MS-Office

**CREDENTIAL**

* Dedication towards work and good as Team member and as Team Leader.
* Eager to learn and improve constantly.
* Active, self-motivated, flexible and confident.
* Utilize my potential to the fullest and strive for excellence.
* Good time management skills.
* Confident and sincerity

**PERSONAL DETAILS**

* Date of Birth: 25 march 1990
* Nationality: Indian
* Visa status : valid till- 5th December 2017
* Languages know: English, Hindi and kannada
* Hobbies: Solving Puzzles, Listening Music, Browsing, Playing Chess and cricket

**DECLARATION**

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.