**SUJEET**

**E Mail:** - sujeet.375591@2freemail.com

**Design Assistant/Working with a high growth oriented organization**

Making Design with the help of Auto Cad - Office Coordinator

**JOB RESPONSIBILITIES**

* Design and estimation of Irrigation system for Landscape projects and Golf Courses with technical detail.
* Specify the Irrigation products for tenders, landscape architects and consultants.
* Revising the Irrigation plan and estimate if required.
* Creating As-built drawings of Irrigation system as per installation done on the site.
* Providing the rates for tenders, BOQs and UCS.
* Technical / commercial help to members of marketing team.
* Keeping the information related to design and estimate secured.
* Providing the prints of Irrigation drawing, catalogs as per requirement.
* Maintaining & updating the information of irrigation products.

**EMPLOYMENT DETAILS**

**ChandraprakashEngg. & Consultant - Aug 2008 to Nov. 2009**

**Joemillars Aquatek India Pvt. Ltd. - Nov 2011 to July 2014.**

**Harvel Irrigation Pvt. Ltd. - August 2014 to May 2017**

**Integrated Flowtech Pvt. Ltd. - Dec. 2017 to Continue….**

**COMPUTER SKILL**

**Computer Software Diploma.**

Ms windows 95, 98, 2000, Windows XP, Windows 7, Vista / Internet / MS-Word/ MS-Excel / /Auto Cadd.

**EDUCATIONALQUALIFICATIONS**

2005 Passed 10th from Bihar Board

2008 Passed I.T.I. from I.T.I. Muzaffarpur (Bihar)

2010 Passed 10+2 from Bihar Board

2014 B.Afrom Shobhit University, Merut.

**PERSONAL DETAILS**

**Date of Birth** - 05.08.1989

**Age and Sex** - 28 Yrs / Male

**Marital status** - Married

**Language Known -** English & Hindi

**Key Skills & Extra Curriculum activities**

 High Entrepreneurial Skills, Good Communication,Team Management and Trouble Shooting Skills, Self Starter and can work independently and make any type of drawing on Autocad.

**Declaration:**

I declare that all the information provided above is true to the best of my knowledge.

Place: ……………… Yours Sincerely

Date: ……………….

(Sujeet)

**Current Organization:** Harvel Irrigation Pvt. Ltd.

**Current Designation:** Design Assistant

**Current Location:** New Delhi

**Total Experience: 6**Yrs.

**Acceptance : Negotiable**

**Notice Period : N/A**