**BIO DATA**

**LATHA**

**E MAIL ID:**  latha.379962@2freemail.com

**PERSONAL DETAILS**

Date of Birth: 18 Jan 1967

Sex: Female

Nationality: Indian

Marital Status: Married

Languages known: English, Hindi, Tamil.

Educational: A Bachelor DEGREE IN CIVIL ENGINEERING

 Passed in 1988 with I class

**Qualification Summary:**

B.E.CIVIL - P.S.G. College of Technology, Coimbatore, Tamilnadu.----1988

Bharathiar University, INDIA

Diploma in concrete technology and Design of Concrete-----------------1995

Application software- Diploma in AutoCAD ----------------------------------2001

MS Office package, Java, Oracle

**Work Experience Highlight**:

**Key Skills**

8 years’ experience in all types of civil construction works viz., residential buildings, and commercial, industrial buildings, colleges.

Analyzing and designing of concrete structures and civil design calculations.

Preparation of estimates, taking measurements, contractor’s bill certification

Inspect the works undertaken for compliance with required quality and good workmanship practice.

Preparing daily/ weekly progress reports.

Developing design concepts liaison with Project Coordinator, Project Engineer for developing bill of Quantities, Rate Analysis, estimation of Tender documents, Project Cost, Project Duration, Site Reports & Completion reports.

Undertake regular site inspections and chair meetings with contractor to assess, programmes and quality.

Know all about civil engg.Drawing & site inspection.

**Relevant Experience**

Design Executive (Projects and R&D) in **Visvakarm Designs Pvt.**Ltd. --- 1996

Technical Assistant in **MMDA**,**Chennai**. -----1995

Junior Design Engineer in **Belliappa Consulting Engineers**, **CHENNAI**--- 1991

Junior Design Engineerin**Kingsway Consulting Engineers, CHENNAI**--1990

Design Trainee in Kingsway Consulting Engineers, CHENNAI---1989

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