

Curriculum Vitae

RINKU RAJORIA

Plot # 81, Ramdwara Colony
Behind Kohinoor Garden
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House # 4180, Nahar Ghar Road,
Nimri ka Thana, Purani Basti,
Chippon ki Bagichi, Jaipur (Raj.)

Career Objectives: -

To seek a position in the organization where I can utilize my knowledge for betterment of the organization.

Academic Qualification:

- ❖ B.A. from University of Rajasthan in 2001 passed with 61.11% (Subodh College).
- ❖ Senior Secondary from R.B.S.E., Ajmer in 1998 passed with 50.77%.
- ❖ Secondary from R.B.S.E., Ajmer in 1996 passed with 51.63%.

Technical Qualification: -

- ❖ 2 Year **E-Diploma in Advance Software Technology** from a most reputed Govt. Institute **Computer Maintenance Corporation (CMC)** Subhash Nagar 2002, Jaipur.
- ❖ Hindi Steno from **Tagore Training Institute, Jaipur** in 2001 with 100 WPM speed.
- ❖ Hindi Type from **Tagore Training Institute, Jaipur** in 2001 with 30 WPM speed.
- ❖ English Type from **Tagore Training Institute, Jaipur** in 2001 with 80 WPM speed.

Computer Qualification:-

MS Windows, MS Office Networking, Internet, Autocad Civil3D 2009 , Land Development Desktop, Computer Aided Desktop (CAD), Civil Design, Autocad Map, Autoplotter, Road Estimator, Software Installation, Formatting, Partition, Adobe Photoshop, Visual Basic, Programming in 'C', "C++", Java, VB Script, "E-Commerce", Web Designing.

Work Experience:

- | | |
|-----------------|--|
| 1. Company Name | : N.K. Buildcon (P) Ltd., Jaipur |
| Designation | : Draftsman |
| Job Profile | : Preparing of Survey Drawings (Roads), Pipelines
Khasra Digitization Superimposition, Quantity Calculation, Preparation of L& X_Sections, Contouring, Grid levelling, Coordinates Generation, Preparing Shape files, Working with LISP Files
Preparation of Drawings using Google Elevation.
Hydro Power Project at Bathnaha, Nirmali (Bihar)
Indian Oil Pipe line Survey (Sanganer to Rewari)
Jodhpur City Sewerage Survey Drawings
Preparation of GAD of Bridges, ROB's, Fly Overs |

- Work Duration : From Dec 10, 2010 to Till Date.
2. Company Name : **MERIDIAN CONSTRUCTIONS, Jaipur**
 Designation : **Draftsman (Roads) cum Office Incharge**
 Job Profile : Preparing of Survey Drawings & Earthwork Calculation (Roads & ROB's)
 NH-112 (40km), Sirohi-Mandar, Udaipur-Banswara Jodhpur-Phalodi, Chitorgarh-Nimbahera, Bilara-Jodhpur (LC-01, 05, 32, 33, 48, 57, 72, 76, 104, 108, 118, 119, 153)
 Preparation of DPR for IHSDP Projects (Kota)
 Quantity Calculation of Road Works
 Preparation of Draft Estimate for Roads.
 Preparation of DPR for IHSDP Project. (Kota, Nagaur)
 Preparation of GAD of ROB & Fly Over Bridges
- Work Duration : From January 2008 to 20 May 2010.
3. Company Name : **N.M. Engineering Associates, Jaipur**
 Designation : **Draftsman cum Office Incharge**
 Job Profile : Preparing of Survey Drawings, Earthwork Quantity Calculations, Office & Bank Work
 Preparation of DPR for IHSDP Projects (Tonk, Pushkar, Udaipur)
- Work Duration : From August 2005 to Dec 2007, June 2010 to Nov 2010.
4. Company Name : **Creations, Jaipur**
 Designation : **Draftsman (Civil) cum Office Assistant**
 Job Profile : Preparing of Survey Drawings, Earthwork Quantity Calculations, Office & Bank Work
- Work Duration : From Feb 2002 to July 2005.
5. Company Name : **Creations Associates, Jaipur**
 Designation : **Steno-Typist & Computer Operator**
 Job Profile : Preparing of Autocad Drawings & Office Work
- Work Duration : From Jan 2001 to Jan 2002.

Personal Profile

Father's Name : Shri Tejmal Rajoria
 Date of Birth : 3 September, 1981
 Marital Status : Married
 Languages known : Hindi, English & Local
 Hobbies : Cricket, Music & Computer Typing

Any Other information if required can be furnished at the time of interview.

Declaration:

I hereby declare that the information given above is true to the best of my knowledge and belief.

Place : JAIPUR

Date : (Rinku Rajoria)