

# VINAYAK SINGH

## GENERAL MANAGER (OPERATIONS)

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### JOB OBJECTIVE

An accomplished professional, with nearly 2 decades of extensive expertise, targeting challenging roles in Civil Project Management and Construction Management. Open to opportunities in Delhi NCR.

### CORE COMPETENCY

- Project Management
- Strategy Planning
- Civil & Structural Engineering
- Contracts Administration & Management
- Site & Construction Management
- Resource Planning
- Quantity Surveying
- Budgeting & Cost Control
- Billing Operations
- Techno-commercial Operations
- Quality & Safety Management

### IT SKILLS

- Microsoft Word
- Excel
- Windows
- Internet
- AutoCAD

### SOFT SKILLS

- Leadership
- Multitasking
- Collaborator
- Problem-solving
- Decision-making

### ACADEMIC DETAILS

- **MBA in Project Management** from Eastern Integrated Institute of Learning & Management, Sikkim University in 2012.
- **B.Tech. (Civil Engineering)** from Institute of Engineering & Technology, Bundelkhand University in 2004.

### PROFESSIONAL SUMMARY

- **Expertise in strategizing, leading, and supervising building construction endeavors** encompassing method engineering, development, and resource allocation.
- **Proven excellence in managing method statement, development, contract administration** and resource planning with a flair for adopting modern construction methodologies in compliance with quality standards.
- **Hands-on experience in administering project activities** from conceptualization to execution including technical specifications, procurement/supply of raw materials, stage inspections, scheduling, progress monitoring, site and manpower planning.
- **Proficient in swiftly ramping up projects with competent cross-functional skills** and ensuring on-time deliverables within pre-set cost parameters; reviewing drawing, and resolving day-to-day problems.
- **Directing quality assurance efforts, cost optimization, efficiency enhancement**, technology integration, and overall product quality enhancement.
- **Rich expertise in People Management**, fostering relationships, facilitating cross-functional collaboration, and operational oversight.
- **Established the foundational infrastructure for 3 towers**, ensured seamless site operations at Orchid Infrastructure Developers Ltd.
- **Successfully completed the construction of four 19-story towers** within a remarkable timeframe of 1 year.
- **Conducted a variety of testing tasks including:**
  - Material Testing, Testing of Aggregate, Cement, Sand Bricks & Bitumen as per IS Code.
  - Soil Testing as per IS Code.
  - Laboratory Tests, Core Cutter & Compaction Test among others.

### KEY PROJECTS

- The National Police Academy, financed by the Indian Government with a budget of INR 1k Crores, encompasses the construction of diverse facilities including Barracks, Auditorium, Conference Hall, Sports Club, Residential Buildings, Helipad, and a Swimming Pool with Clubhouse. **This is an Engineering, Procurement, Construction (EPC) Project.**
- Residential Project Sector - 102 Gurgaon
- Army Welfare Housing Organization Housing Project Sector - 95 Gurgaon: Executed Township Project having 27 towers spread over 24 acres, with amenities like club house, swimming pool, school building, basketball ground, tennis court.
- Construction of 21-story building, 11 towers across 15 acres Group Housing at Sohna Road, Gurgaon
- Commercial project as an Assistant Project Manager for Pioneer Urban Land & Infrastructure Ltd. Gurgaon
- Residential and Commercial Projects across India, including the construction of the SEZ project in Shikara, Gurgaon.
- Group Housing Project Orchid Petal at Sohna Road, Gurgaon: Completed the construction of 2 Towers G+14 multi-story building within 6 months.
- Power Grid Group Housing Project at Sector - 43, Gurgaon: Led the construction of multi-story buildings

## WORK EXPERIENCE

**Since Apr'23 | General Manager (Operations) | Ahluwalia Contracts India Ltd. and Roshan Construction Pvt. Ltd. JV, Kavre, Nepal**

### Key Result Areas:

- Spearheading the finalization of project requirements and specifications in collaboration with Architects, Collaborators, and Promoters, ensuring alignment with project goals.
- Leading on-site construction activities, adhering to time and cost parameters while optimizing resource utilization to achieve maximum output.
- Contributing in project meetings, evaluating progress and providing valuable technical insights to drive project success.
- Evaluating and executing contracting works, seamlessly coordinating among consultants, contractors, and clients to ensure smooth project execution.
- Estimating and verifying Bill of Quantities (B.B.S) in accordance with provided drawings, ensuring concrete quality meets standards for various structures like Raft Foundation, Tank Foundation, Pipe Racks, Sleepers, and Equipment Foundation.
- Preparing and submitting Running Account (R.A) bills for subcontractors and clients, updating quantities monthly post-bill completion.
- Formulating proposals, establishing and managing budgets, and securing approvals for Capital Expenditures (Capex).
- Managing site / construction management efforts and various construction activities while providing technical guidance for optimal construction methodologies.
- Directing a team of Engineers, resolving bottlenecks and ensuring seamless progress across different job types.
- Reviewing and analyzing contract financial data to facilitate development and proceedings, certifying piece rate works bills and maintaining budgetary parameters.
- Facilitating subcontract administration by interfacing with Construction, Engineering, Procurement, Legal, and Risk Departments.
- Preparing technical and commercial offers/proposals, managing tender/contracts/billing formalities and associated documentation.
- Acting as a liaison between client business/technical teams and internal projects team, facilitating requirement capturing, specification building, and scoping of projects.

## PREVIOUS WORK EXPERIENCE

- Apr'21-Mar'23 | **Project Manager | M/S ROF Group**
- Dec'13-Mar'21 | **Project Manager | M/S NUPC Project Management Consultancy**
- Apr'10-Nov'13 | **Assistant Project Manager | Pioneer Urban Land & Infrastructure Ltd., Gurgaon**
- Feb'08-Mar'10 | **Senior Project Engineer | JMD Ltd., Gurgaon**
- May'06-Jan'08 | **Engineer (Construction) | DLF Laing o Rourke Ltd., Gurgaon**
- Dec'04-Apr'06 | **Project Engineer | ORCHID Infrastructure Developer Pvt. Ltd., Gurgaon**
- May'04-Dec'04 | **Trainee Engineer | ERA Construction (India) Ltd., Gurgaon**

## PERSONAL DETAILS

**Date of Birth:** 12<sup>th</sup> November 1981

**Languages Known:** English & Hindi

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