

IT Project Engineer

Name: Sahithi Vavileti

Phone: 0617306990

Email: sahithivenu15@gmail.com

Location: Lelystad, NL

Professional Summary

3+ years experienced in IT Project Support professional assisting in the coordination and follow-up of IT infrastructure projects. Strong in planning support, documentation, and stakeholder communication. Works closely with IT & ICT management to help ensure smooth project execution.

Core Skills

- Project coordination
 - Planning & reporting
 - Risk & issue tracking
 - Communication support
 - Stakeholder liaison
 - Documentation
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Experience

IT Project Engineer– British Petroleum, Bangalore

June 2016 to May 2019.

- Support infrastructure redevelopment projects.
 - Assist with planning, progress tracking, and coordination of key project milestones.
 - Prepare meeting summaries, reports, and communication materials for internal and external use.
 - Maintain a project dashboard to monitor status, risks, and budgets.
 - Liaise with suppliers, internal departments, and partners to ensure alignment.
 - Help identify project issues and suggest improvements where needed.
 - Contribute to the documentation of policies and procedures related to the new infrastructure.
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Education

Bachelor's from RMK College of Engineering And Technology in Computer Science, 2016 May