

Shraddha Ladani; B.Eng Civil

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Objective

To apply my skills and knowledge gain through my academic and industrial experience with thrust on Innovative skills as Civil Engineer

Summary of Skills and Qualifications

- Beginner knowledge using computer-aided software (CAD) to plan, design and create building or infrastructure arrangements.
- Technical knowledge in quantity surveying, project billing, estimation and bar bending schedule.
- Excellent Project Co-ordination Skills with attention to details.
- Ability to resolve complex issues and find cost effective, viable solutions and ensure project continuity.
- Excellent team player, with effective technical communication and Co-ordination skills.
- Critical thinking to find an optimized and challenging solution.
- Ability to work under pressure and assist the team for better project execution.
- Ability to read and interpret Engineering technical documents.
- Proficient in MS Office and MS Project.

Education and Certification

BACHELORS IN CIVIL ENGINEERING **YEAR 2019**
B.H.GARDI COLLEGE OF ENGINEERING AND TECHNOLOGY, RAJKOT

- Graduated with First class with distinction.

DIPLOMA IN CIVIL ENGINEERING **YEAR 2016**
CU SHAH UNIVERSITY, SURRENDRANAGAR

- Postgraduate with First class with distinction.

Work History

SALES AND TENDER EXECUTIVE **OCT-2020 TO PRESENT**
BACKBONE CONSTRUCTION PVT LTD, AHMEDABAD

- Market research for various Tender from Government institutions and evaluating various sales requests.
- Analyzing technical details and requirement for the projects.
- Preparation of all technical documents related to projects, quoting for the government tenders and applying for the same.
- Co-ordinating various activities with respect to project and applied tenders among the team.
- Effectively communicating and responding to all queries related to the ongoing and future projects.
- Managing EMD and Performance Guaranty related project work, includes scheduling and planning for effective execution of the project.

**ASSOCIATE ENGINEER
FORMULAIC ENGINEERS PVT LTD, AHMEDABAD**

DEC 2019 TO OCT 2020

- Analyzing all technical documents and preparing project evaluation reports.
- Preconstruction estimation, tendering and Costing for various small-scale projects.
- Monitoring project activities including planning and execution.
- Development and implementing process, controlling quality, cost, time and fund.

**GRADUATE TRAINEE ENGINEER
AKASH SHAH AND ASSOCIATED, RAJKOT**

JUNE-2019 TO NOV-2019

- Monitoring and planning the project activities.
- Co-ordinating and assisting scheduling activities related to projects.
- Communicating with vendors and legal team related to project.