

# SWATI SAMANTRAY

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To leverage my education, skills, and experience as an Urban Planner, Assistant Project Manager, and Junior Architect to contribute to the development of sustainable and inclusive urban communities. Seeking a challenging role in a dynamic organization that values innovation, teamwork, and professional growth.

## SOFTWARE SKILLS

- MSP
- Auto CAD
- Photoshop
- MS Office
- GIS
- Revit
- Google Sketchup

## SKILLS

- Designing
- Detailing
- Plan review
- Project Planning
- Project coordination
- Project management
- Budgeting
- Negotiation
- Research
- Documentation
- Public Speaking

## MEMBERSHIP

- Member of Institute of Town Planner, India
- Council of Architecture License Number CA/2018/92493

## PERSONAL

### Permanent Address:

Flat 36, Suryaprakash Complex, Satellite, Ahmedabad 380054, Gujarat

### Present Address:

Upohar The Luxury Apartment, Flat 601, Tower 4, Kolkata 700094, West Bengal

### Date of Birth

22.09.1990

### Marital Status

Married

### Gender

Female

## WORK EXPERIENCE

### Urban Planner

Jan 2020 – Present

#### *MaRS Planning & Engineering Services Private Limit, Ahmedabad, Gujarat*

Placed at Kolkata Municipal corporation to assist a team of two civil engineers and one MIS expert to implement two verticals of PMAY Housing For All those are Beneficiary Led Construction and Affordable Housing projects in KMC area. Highlights:

- Designed program and implemented of the Housing For All Plan of Action (HFAPoA) and DPR according to HFA Mission.
- Analyzed survey report and identified the geographic area to be covered under HFA city plan in consultation with the ULB.
- Assisted in amending/preparing city Master Plan for earmarking affordable housing.
- Assisted in developing building plans and lay-outs that was considered as pre-approved plans for BLC vertical individual housing for layout approvals and building permissions at ULB Level.
- Developed and updated databases in PFMS and other gov. websites and also preparing monthly progress report.

### Assistant Project Manager

Jul 2017 – Dec 2019

#### *Cadila Pharmaceutical Pvt. Ltd. Ahmedabad, Gujarat*

Placed in project department and managed to perform a wide range of responsibilities related to design, project management, and coordination with stakeholders. Highlights:

- Understood user requirements for the project.
- Developed and revised design concepts to meet user needs and company standards.
- Prepared project budget, including preliminary budget and Bill of Quantities.
- Evaluated and negotiated with vendors specialized in the sector of the project.
- Planned and scheduled project activities, executed the project on site, and coordinated with stakeholders to ensure project completion.

### Junior Architect

Jul 2014 – Jun 2015

#### *Kembhavi Architecture Foundation, Bengaluru, Karnataka*

Assisted in designing and developing of medium and large scale apartment projects plan and interior.

### Internship

Jul 2013 – Dec 2013

#### *RSP Design Consultants India Pvt. Bengaluru, Karnataka*

Worked on working drawings, detailing, site supervision and model making of projects, using software's like AutoCAD, Photoshop, Revit, Google Sketch-up and preparing presentation for the clients.

## EDUCATION AND QUALIFICATIONS

### Masters in Urban and Regional Planning (Specialized in Housing)

2015 – 2017

#### *CEPT University Ahmedabad, Gujarat*

### Bachelors in Architecture

2009 – 2014

#### *Piloo Mody College of Architecture, ABIT, Cuttack, Odisha*

## CERTIFICATIONS

### Post Graduate Certificate Programme in Project Management

Jul 2022 – Mar 2023

#### *IIM Nagpur*

### International Workshop on Contemporary Design in Historic Centers

Jun 2017

#### *University of Ferrara, Department of Architecture, Italy*

### Workshop on Everyday City

May 2016

#### *IIM Bangalore*

### Workshop on City Management Practice

Dec 2015

#### *Christ Institute of Management, Lavasa*