

# CURRICULUM VITAE

**Parth Modi (BE-Civil)**

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## Junior Civil Engineer

*~ In quest of career enrichment opportunities in Project Management / Construction Work Management / Infrastructure Management with a reputed organization ~*

### PROFESSIONAL SNAPSHOT

A competent professional with **over 2 years** of experience in **Project Management, Construction Work Management and Industrial Project**. Presently designated as a **Junior Engineer**, with **Unique Infraspaces Pvt Ltd, Ahmedabad**. Comprehensive experience in concept design & development, working drawings, co-ordination with consultants and periodic site supervision & execution. Proven abilities in coordinating with vendors, negotiation on costs to ensure seamless operations, proficient with present construction methodologies and systems in compliance with quality standards.

Demonstrated abilities in swift ramp up of projects through effective planning. Skills to communicate and relate to people across all hierarchical levels in organisation & building team spirit. Possess ability to motivate people to achieve organisational objectives.

### ACADEMIC CREDENTIALS

- Bachelors in Civil Engineering from **L.D.College of Engineering (CGPA-7.85)**, may'14
- Basics of AutoCAD from Khodiyar cad Centre
- Higher Secondary from Shree Sharda higher Secondary School (Sci.-73.60%), march'10
- Secondary from Sharda higher Secondary School (83.54%), march'08
- IT Skills - Proficient at, M.S. Office & Internet Applications, ERP operating

### ORGANISATIONAL EXPERIENCE

#### Present Employment

Organization : Unique Infraspaces Pvt Ltd  
Designation : Junior Civil Engineer  
Duration : From **june 2016**

#### Previous Employment

Organization : Applewoods Estate Pvt Ltd  
Designation : Junior Civil Engineer  
Duration : From **June 2014 to May 2016**

#### Key Deliverables:

- Conceptualizing; project execution program after thorough discussion with clients and project evaluation in terms of outlays.
- Ensuring that the costs are close to the approved estimate or that any likely difference between the two is anticipated and that the money available for the projects is allocated consciously and economically to the various components by value engineering.
- Preparing project budgets & ensuring that the same is not exceeded.

- Preparing project schedules for engineering, procurement, construction & commissioning and closely monitoring for completion of tasks & milestones.
  - Managing the procurement cycle including negotiating favourable terms & conditions for various products & services. Working closely with the various Internal Teams and Departments & ensuring that there is a constant level of product availability at all times.
  - Steering strategic sourcing through identification of cost effective vendors/ suppliers for procurement with an aim of reducing cost while improving quality & reliability.
  - Leading, mentoring & monitoring the performance of the team to ensure efficiency in process operations and meeting of individual & group targets.
  - Preparing BBS, quantity for all items and bill of contractor and day to day planning.
  - Responsible for site supervision & measurements Check up & Bill checking.
  - Participating in the client's final inspection at the end of the working period.
  - Receiving and evaluating the contractor's quality documentation.
  - Selecting the sub-contractors, finalizing the quotations, as per the specifications and drawings.
- Planning for the whole activity & scheduling the work for timely completion.

### **Scope of Work at Key Project Handled:**

**Jr. Engineer:** Co-ordination with Contractor & Consultant.  
 Site supervision & execution of work.  
 Quality checkup & Bill checking.  
 Work completion within timeline.  
 Responsibility for progress of work at site.  
 Responsibility for all issues at site Management of material & construction at site.

**As a Site Engineer:** Site supervision & execution of work.  
 Co-ordinate with sub contractor.  
 Material & Manpower management

### **AREAS OF EXPERTISE**

- Project Coordination
- Quality Assurance
- Site Supervision & Execution
- Contractors Selection
- Billing
- Quotations Finalization
- Project Planning
- Budgeting
- Scheduling
- Purchase/ Procurement
- Man power Management

### **FAMILY BACKGROUND**

Father : Business  
 Mother : House wife  
 Brother : B.E-Bio-Medical Sales Engineer

### **PERSONAL DETAILS**

Gender : Male  
 Date of Birth : 13<sup>th</sup> January, 1993

Nationality : Indian  
Languages Known : English, Hindi and Gujarati  
Address : 35/395 Greenpark apt.,opp. Sanjaynagar,Naranpura Tele-phone  
Exchange road, Naranpura, Ahmedabad-13 Gujarat

Declaration: The above information is correct to the best of my knowledge.

**Parth Modi**