MITUL PANCHAL

Saskatoon, Canada S7H 3C1 | +918401082214 | mitul.arc@gmail.com

**Professional Summary**

I am a Masters educated construction manager, architect and urban planner with over fourteen-year experience in the construction and manufacturing sectors. I hold a bachelors in Architecture and Master in construction management and have hands-on experience in design and build, procurement, quality control, team and project coordination, estimating, scheduling, contractor relationship building, sustainable construction, and value engineering. A Canadian Permanent Resident moving to the Saskatoon area on 19th May 23, I am looking for opportunities to add value to your team and projects. Currently progressing my Project management professional (PMP) credentials. Registered Member of Council of Architecture of India and Associate Member of Indian Institute of Town Planners of India (ITPI).

**Skills**

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| --- | --- |
| * Project manager supervision * Project Proposal Creation * Effective managerial techniques * Conceptualizing development projects * Project estimation * Stakeholder management * Contract Management | * Scheduling and Tracking in Primavera P6 and MS Project * Project management skills * Project Risk assessment & Mitigation plan * Project Documentation Generation * Project documentation * Project planning and development |

* Project manager supervision
* Project Proposal Creation
* Effective managerial techniques
* Conceptualizing development projects
* Project estimation
* Project Feasibility Studies
* Project management experience
* Scheduling and Tracking in Primavera P6 and MS Project
* Project management skills
* Project scope analysis
* Project Documentation Generation
* Project plan development
* Project planning and development
* Contract Management

**Work History**

**Project Manager (Director)** Apr 2017 - Current

MRJ ASSOCIATES Ahmedabad

* Adhered to industry practices, company standards and safety protocols in work
* Completed assignments ahead of deadline
* Project Schedule preparation and project tracking in Primavera P6 and MS Project for clients
* Analyzed contract documents and specifications for construction management, budget estimation and to determine project requirements and associated risks
* Coordinated daily activity and flow of projects through multiple departments to verify on-time product delivery
* Scheduled and facilitated meetings between project stakeholders to discuss deliverables, schedules and conflicts
* Developed project schedules and planned, organized and secured equipment, human and material resources required in the execution
* Developed conceptual design, estimate, schedule for take-off quantities and bid submission
* Monitored project progress, identified and analyzed risks and opportunities, and determined associated costs and impacts to schedule and took corrective action as needed
* Developed and implemented project plans and budgets to ensure successful execution
* Monitored working drawings for completeness of drawings and details, constructability, life cycle issues, coordination, code compliance and budget control
* Maintained open communication by presenting regular updates on project status to customers and other stakeholders.
* Used critical thinking to break down problems, evaluate solutions and make decisions.

**Trainer** May 2018 - Current

PM Experts

* Scheduled and provided training in class and online of Primavera P6 and MS Project to the professionals
* Introduced standardized training for cohesive learning environments
* Prepared and presented supplementary learning material to support structured lessons
* Implemented new training courses after assessing corporate data and identifying employee weaknesses
* Performed continuous evaluations of content and plans to enhance delivery and improve effectiveness.

**Project Manager** Jun 2013 - Mar 2017

AAMANI SPACES LIMITED

* Developed and initiated projects, managed costs, and monitored performance
* Identified plans and resources required to meet project goals and objectives
* Achieved project deadlines by coordinating with contractors to manage performance
* Managed projects from procurement to commission
* Planned, designed, and scheduled phases for large projects
* Provided detailed technical and operational direction in project challenges, consistently meeting deliverables according to deadlines
* Drafted project reports to identify successful outcomes, insights and future recommendations
* Coordinated with cross-functional teams to resolve project issues and mitigate risks
* Developed and implemented project plans and budgets to ensure successful execution
* Met project deadlines without sacrificing build quality or workplace safety
* Coordinated material procurement and required services for projects within budget requirements
* Scheduled and facilitated meetings between project stakeholders to discuss deliverables, schedules and conflicts.

**Assistant Construction Manager** Nov 2010 - Jul 2013

TATA MOTORS LIMITED

* Coordinated with site personnel, clients and local government officials to achieve on-time project delivery
* Collaborated with construction administration consultants to schedule field observations
* Contributed to construction planning process for industrial and infrastructure development projects
* Supported construction management in emergency repair and restoration on both water supply and sewage pipeline systems
* Communicated daily with vendors to keep project fully operational
* Collaborated with contractors, architects, engineers, and public agencies to complete projects within timeline limitations and budget constraints
* Monitored subcontractor operations and applied effective time, resource, and money management strategies to delivery under-budget project completion
* Developed and implemented quality control plan to guarantee highest standards of workmanship
* Managed successful construction of multi-million dollar industrial building projects from concept to completion
* Used computer software to design layouts, construction plans and perform calculations
* Prepared detailed project estimates and reports for management review
* Led design and development of industrial buildings.

**Senior Design Architect** Dec 2009 - Oct 2010

PRATHAM ENTERPRISE

* Researched materials to determine appropriate selection for projects
* Prepared detailed fee estimates used to coordinate with architect-engineering firms for design services
* Maintained quality control standards and procedures for accurate and precise measurements, illustrations and documentation
* Researched zoning laws and building codes to verify conformance with regulatory agencies
* Completed comprehensive code compliance evaluations to scrutinize projects against established architectural criteria
* Filed construction permits to receive approval from local municipalities
* Communicated with vendors and contractors to incorporate input into project designs
* Reviewed technical drawings developed by CAD technicians and drafters
* Refined conceptual designs into detailed plans by adding floor plans, elevations and section drawings.

**Architect** Oct 2008 - Nov 2009

ARG CREATION PVT LTD

* Completed comprehensive code compliance evaluations to scrutinize projects against established architectural criteria
* Coordinated with cross-functional teams to improve structure sustainability and design
* Researched zoning laws and building codes to verify conformance with regulatory agencies
* Produced detailed drawings and specifications used by contractors and engineers to build projects
* Refined conceptual designs into detailed plans by adding floor plans, elevations and section drawings
* Communicated with vendors and contractors to incorporate input into project designs
* Conducted pre-planning studies for new construction and renovations to buildings and facilities that included specialized functions.

**Education**

Master: Urban Planning 09/2022

LJ University Ahmedabad

Master: Construction Management 05/2016

NICMAR University Pune

Bachelor: Architecture 02/2009

CEPT University Ahmedabad

**Affiliations**

- Registered Architect at Council of Architecture, India

- Associate member at Indian Institute of Town Planner, India

- Registered Architect at Gujarat Industrial Development Corporation, India