

# Qualifications Summary

Highly skilled professional having strong business perspective to technology, with educational qualifications including **M.TECHin Construction Technology and Management** as well as **B.Tech (Civil Engg.)**. Experienced in implementing hands-on assignments/projects involved in **large multistoried Residential Complexes**. Highly skilled in managing teams with a strong ability to work hard under challenging circumstances and handle multiple projects simultaneously. **Construction Project Management** is the overall planning, co-ordination and control of a project from inception to completion aimed at meeting a client’s requirements in order to produce a functionally and financially viable project that will be completed on time within authorized cost and to the required quality standards. Project management is the process by which a project is brought to a successful conclusion. Construction project management (CPM) is project management that applies to the construction sector.

# Professional Experience (`13+ YEARS)

My Weblink :- <https://www.linkedin.com/in/avtar-singh-62697418>

## Present :-

**2015 – 2018 To date Present working with M/s International Land Developer** [**www.ild.co.in**](http://www.ild.co.in)

**Position: AGM / Sr. Project Manager (Projects)**

**Project: The ARETE, Sector 33 & GSR Drive Sec 36 Sohna Gurgaon, ild Grand / Greens Sector 37C Gurgaon**

**Responsibilities: To Achieve Construction Milestones, Progress review meetings with Contractors / Architect / Consultants, Monitoring & Co-ordination, MIS**

## Past :-

**2011 – 2015 was working with BPTP Limited**

**Position: Project Manager (Projects)**

**Project: The Resort Residential Building Greater Faridabad**

**Responsibilities: Handing Over Incharge, Progress review, Monitoring & Co-ordination**

**Past :-**

**2006 – 2011** **WithUNITECH LIMITED**

**Position: Project Manager (Co-ordination & Monitoring)**

**Projects: 1. Projects in Noida & Greater Noida of M/s UNITECH LIMITED**

**Responsibilities:**

* Handing Over Incharge
* Progress review
* Monitoring progress & Analyzing variance
* Forecasting weekly and monthly material requirement.

1. Personal Details

*Nationality:*

Indian

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1. Languages

English, Hindi, Punjabi

1. \_\_\_\_\_\_\_\_\_\_\_\_\_
2. Address

*Present Address:*

Status Residency Trehan, Flat no. 1108, Floor no. 11 Tower- A1 Tapukara, Bhiwadi Alwar bypass highway.

*Mobile:*

09891052364 (Direct no.)

*Permanent Address:*

House No. 266 Mohalla Khanda Kholla Achli Gate Batala, Dist. Gurdaspur.. State Punjab - 143505

*E-mail:*

singh78659@gmail.com

**AVTAR SINGH**



* Site Execution & Monitoring construction inc. providing inputs on methodology.
* Pre- arrangement of material required to finish the project on time.
* Coordinating with the contractor / architect for detailed construction document.
* Implementing QA/QC procedure and ensure quality assurance.
* Overseeing contractor bill verification and follow ups for payments.
* Checking of quality/quantity of the material to be used.
* Management of staff
* Taking the reviews from staff weekly to monitor the project.
* Scheduling the site, by preparing duty charts as per staff, for timely execution of the project.
* Detail study of the Inventory Control System & prepare charts of analysis.
* Detail study of the Activity Based Costing & conduct the flow charts showing the detail progress of actual Vs planned work.
* Prepare the progress monitoring charts to track the productivity.
* Developing effective communications and mechanisms for resolving conflicts.

***ADDITIONAL RESPONSIBILITIES with M/s UNITECH LIMITED***

**Position: CORE TEAM MEMBER (CTM)**

**Projects: SAP ECC 6.0**

**Responsibilities:** Work & Complete the Project System (PS) Module

Material Management (MM) Module

Quality Management (QM) Module

Document Management System (DMS) Module

**Achievements:** Completed & submitted the Current State Business Process (CSBP)

Future State Business Process (FSBP)

Business Blue Print (BBP)

***ADDITIONAL RESPONSIBILITIES with M/s International Land Developer***

**Project: Monitoring&Control the Construction Activities of ild Green / ild Grand & Engratia Projects, To achieve the Construction Milestones within stipulated time frame.**

# *PRESENT REPORTING TO:-* DIRECT REPORTING TO MANAGEMENT REPRESENTATIVE VICE – PRESIDENT OF M/s International Land Developer

Current Salary Package :- 25 Lacs Per Year

Expected Salary CTC :- 30 Lacs Per Year

# Exposure to Information Technology

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| Project Management Tools | MS Project |
| CAD Tools | AutoCAD R 14 |
| Word-Processing tools | MS - Word, MS – PowerPoint, MS-Excel |

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# Educational Qualifications (Regular)

* ***M.TECH in Construction Technology & Management*** from Giani Zail Singh Collage of Engineering and Technology.

***Topic of the Thesis: Steel Fiber Reinforced Concrete (SFRC)***

* ***B.TECH (Civil Engg.)*** fromGiani Zail Singh Collage of Engineering and Technology, Bathinda (PTU). <http://www.gzscampus.org/><https://www.ptu.ac.in>
  + Final Year project, “Analysis***& Design of 6 – storied residential building***”.
  + ***Industrial Training*** from Anuradha Apartment projects, New Delhi.

# Skills & Strength

* Honesty and Integrity.
* Hard Working & Determined.
* Good Analytical skills.
* Good Communication skills.
* Don’t get discouraged by trivial setbacks.
* Fast & Flexible Team Player
* Good Leadership Skills.
* Positive Attitude.

**AVTAR SINGH**

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