

RESUME – PERUMAL A.N

B.E (Mechanical) with 12 years of experience in Project Management & Planning

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Objective

Seeking a **Project manager & Planning manager position** in EPC companies, where I can contribute my experience and skills for the success and growth of the organization.

Summary

- Planning, scheduling, monitoring and controlling the project activities.
- **Expertise in Project Management tools of Primavera P6 and MS project.**
- Project execution and responsible for managing the scope, time and budget.
- Interact with clients, consultants, vendors and inter-departmental teams.
- Ensuring that all project deliverables are as per the Contract terms and conditions.
- Organize and lead the project internal and external meetings.
- Tracking the Project on daily basis using Primavera P6 and MS project, controlling the scope, time, resources, cost and risk involved in the project.

Experience

Company Name	Designation	Duration
Marine Electricals Ltd (Renewable Energy)	Manager –Planning	April 2017 – till date
Larsen and Toubro Limited	Assistant Manager – Project Management	October 2010 – July 2016
Reliance Energy Limited	Assistant Manager – Project Management	July 2008 – October 2010
Cethar Vessels Limited	Senior Engineer – Project Management	July 2005 – July 2008

Academic Qualification

Qualification	Year of passing	Percentage
BE (Mechanical)	2005	81
Higher Secondary	2001	88
SSLC	1999	82

1st class with Distinction and gold medalist in BE Mechanical Engineering

Professional Experience

Marine Electricals Ltd (Renewable Energy)

April 2017 – till date

- Project planning and ensuring that all project deliverables are as per contract agreement.
- Preparation of Project Schedule GANTT & PERT chart in MS Project
- Ensure that projects are delivered on-time, within scope and within budget.
- Project review meeting with client and satisfying customer requirements
- Responsible for submission of progress reports to client and management.
- Coordination with client, sub vendor and various agencies involved in the project.
- Interdepartmental coordination with Engineering, Procurement and Construction team.
- Satisfying client requirement and various letter replies to customer.
- Responsibility for Bid submission of EPC project as per Tender conditions.
- Participation of Bid opening meeting. Experience in both Pre bid and Post bid Activities.

Larsen and Toubro Limited

October 2010- July 2016 (5 years, 9 months)

- Planning and scheduling the project using Primavera P6 and MS project.
- Coordinate and execute all engineering, procurement and construction phases of projects
- Interact at all levels including the client, consultant, vendors and inter-departments
- Ensuring project delivery on the agreed dates
- Ensure completion of detailed task / milestone activities on time within the budget
- Monitoring Master Document list and deliverables as per schedule
- Prepare weekly / monthly progress reports for management and client
- Managing the project plan on a day-to-day basis
- Lead the multi-disciplinary project execution team
- Project review Meeting with Team leads.
- Review contract terms and conditions.
- Maintain all communication and documentation relating to the contracts
- Monitor and expedite all procurement activities of various projects.
- Coordination with Engineering team and obtain drawing approvals from the customer
- Develop and maintain project plans to achieve the project objectives
- Review Customer Complaints and take corrective actions accordingly
- Review vendor's quotations, prepare technical evaluation and recommend the acceptable vendor
- Maintained detailed records, documents and drawings connected with project activities.

Reliance Energy Limited

July 2008-October 2010 (2 years 4 months)

- Project Planning and Scheduling using Primavera and MS Project tool.
- Central point of Coordination between Customer & Inter department teams
- Preparation and submission of progress reports to customer

- Tracking the project on daily basis using Primavera P6 and MS project, controlling the time, resources, cost and risk involved in the project.
- Coordinate with Internal department to ensure the delivery on time as per agreed terms and conditions
- Tracking projects progress and handle the issues if any.
- Coordination with suppliers for Bought out components.
- Conducted Kick off meeting to communicate the project requirements.
- Preparation of S curves and cash flow statement using primavera and monitoring the cash in-flow and cash out-flow
- Prepare reports to the management and client on all aspects of projects
- Closure of project after meeting all contractual requirements.
- Member of ISO 9001 Team in Process Definition of Project Management of Power

Cethar Vessels Limited

June 2005-July 2008 (3 years)

- Single point responsibility for execution of the project
- Preparation and Submission of Project Schedule using MS project.
- Submission of Weekly and Monthly Progress Report to Customers
- Internal Coordination with Design, Engineering, Procurement, Manufacturing, Quality, Shipping, Installation and Commissioning.
- Techno-Commercial Coordination of Project with Clients from Design to Completion.
- Regular Visit to Manufacturing Units and Customer Site for monitoring the project
- Various Letter replies to Customer and sorting out the issues related to the projects
- Managed multiple projects simultaneously.
- Responsible for payment collection from customers
- Reviewing the sub-contractor progress and preparing mitigation plan to catch-up the progress
- Interaction with functional department for achieving the completion of project on time.
- Preparation of Salient Features, Status and Events of Project.
- Coordination with customers for Commercial details like Payment, Road Permit, Bank Guarantee approval, No Objection Certificate for Site Fabrication, Quality Plan approval, Prorate Billing Breakup approval, Transport Plan & Freight Confirmation approval
- Visited Manufacturing shop with Third party inspection agency and customer
- Site Visit for Customer Meeting and Settlement of issues.
- Visit more than 50 project sites for handling the Customer issues & update progress.

Personal Details

Date of Birth : 13/11/1983
 Languages Known : Tamil, English and Hindi
 Marital status : Married
 Awards : FIDE rated Chess player and Chess champion