

RESUME

sathamswati@gmail.com

MOB NO. - 7744814461

OBJECTIVE:

To obtain a long term career with an organization which has a strong background that provides good opportunity for enhancement of professional and personal status.

COMPUTER SKILL:

- AUTOCAD Software (2D/3D)
 - REVIT (Architecture BIM software)
 - STAAD. PRO V8i (design software)
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PROFESSIONAL DETAILS:

Total Experience: 6Year(s)

1) Current company name: **Shri Swami Samarth Engineers Pvt. Ltd**

Duration period: August 2019 to still Dec 2019 (5 months)

Designation: Billing & Estimation engineering

Current Annual Salary: 3 Lakh(s) 60Thousand(s)

Current Industry: Infrastructure Company

Functional Area: Estimation, Contracts & Billing Gov.Tenders

Job profile: Quotations, Billing, Estimation.

2) Current company name: **Sarthak enterprises**

Duration period: may2017 to June 2019 (2year)

Designation: Billing & maintainace engineering

Current Annual Salary: 3 Lakh(s) 60Thousand(s)

Current Industry: Construction

Functional Area: Estimation, Contracts & Billing

Job profile: Contracts, Quotations, Billing, Estimation & Supervision,
maintenance

3) Company name: **C.M Gandhi Const. Ltd.** At Lonavala
Duration period: may2012 to Dec 2014(2years)
Designation: Billing engineering
Annual Salary: 3 Lakh(s) 20Thousand(s)
Industry: Construction
Functional Area: Estimation, Contracts & Billing
Job profile: * Billing, Estimation & Supervision,
* Maintaining the all records related to PROJECTS
* Prepare all the billing of the building Co-ordinate with client,
Labour, R.C.C Designer and doing the project in time limit.
* Preparation of B.O.Q.
* Preparing Bar Bending Schedule.
* Preparation of reconciliation reports.
* Field verification of actual work done by the Contractor.
* Workout the Rate Analysis.

4) Company name: **Pooja Builders Developers** at Kolhapur
Duration period: April 2010 to April 2012 (2 years)
Designation: Jr. Engineer & site Engineer
Annual Salary: 2 Lakh(s) 60Thousand(s)
Industry: Construction
Functional Area: Residential
Job profile: * BBS making.
* Billing of subcontractors
* Getting work approval from consultant.
* Material management &Reconciliation of Steel & Materials.
* Write daily detailed reports logging work Progress
* Supervision of R.C.C Work, Tilling Work, Plumbing Work
Electrical Work, Billing Work.

EDUCATIONAL DETAILS:

- ☐ Graduation (B.E Civil) Kolhapur University (2008-09)
- ☐ HSC (Pune Board) (2002-03)
- ☐ SSC(Pune Board)(2000-01)

PROJECT CURRICULAM:

- Project on “Artificial sand as construction material”
- Project on “Study of alternative material in POP Boards”

PERSONAL DETAILS:

- **Name:** Swati Satham
- **DOB:** 30/08/1985
- **Gender:** Female
- **Temporary Address:** Chinchwad, Pune
- **Strengths:** Ambitious, Silent, Ability to learn more
- **Language Known:** English, Hindi, Marathi
- **Passions:** Drawing, Cooking, Watching TV, listen old & new songs, yoga

DECLARATION:

I consider myself familiar with civil Engineering Aspects. I am also confident of my ability to work in a team. I hereby declare that the information furnished above is true to the best of my knowledge.

Signature

Swati.T Satham

