

## **Date Anuradha Dagadu**

Contact No: 9168715896/7498675857

E-mail: anudate024@gmail.com

### **Career Objective:**

To be associated with a Progressive Organization that gives scope to update and enrich my skills, technical knowledge and be a part of a team that dynamically works towards the growth of organization.

### **Summary:**

- Qualified B.E. (Mechanical) from Pune University with higher second class.
- Sound knowledge of WindowsMaker, Microsoft Office.
- Focused on objective, positive attitude, good problem solving ability.

### **Work Experience:**

**Organization** : Oriel Windows Pvt. Ltd. (Group Of Chiniwalas), Pune.

**Company Profile** : This is one of the leading manufacturing company for different types of uPVC Windows & Doors.

**Duration** : June 2017- 30<sup>th</sup> May 2020

**Designation** : Assistant Estimation Engineer.

### **Duties & Responsibilities:**

- Preparing Quotations for different types of uPVC Windows & Doors.
- Responsible for studying client drawing, data sheets and special requirements.
- Interacting with Client for technical issues and providing suitable option for it.
- Responsible for producing competitive prices through evaluation of instructions, specifications, drawings, bill of quantities and discussion with technical and production departments.
- Estimation of total costs of variations including man-hours, labour costs, material costs, fabrication, installation, transportation and all other direct and indirect expenditures.
- Preparing CAD drawings for different types of Windows & Doors.
- Revise and update time for repairs and fabrications based on orders.
- Responsible for preparing, presenting and explaining the cost estimations to sales manager.
- Assisting Senior Estimation engineer in preparing rate analysis.
- Responsible for submitting the quotations on time.
- Perform other essential tasks under the instructions and guidelines of Senior Estimation Engineer.

**Organization : Alfa Toolings, Pune.**

**Company Profile :** This is manufacturing company for Carbide tools, HSS tools, Index able tools for boring, drilling, milling & related operations in Automotive, Engineering, Shipping, Pumps, Power Generation etc.

**Duration :** June 2016- June 2017.

**Designation :** Trainee Engineer.

### **Duties & Responsibilities:**

- Stage Wise inspection from Raw Material to Finished Products.
- Providing Pre-Dispatch Inspection Reports to the Customer based on Inspection Standards & ensuring only Quality Product Dispatch to the customer on daily basis.
- Coordinating with Production & Quality Department.
- Keeping Document updated.

### **Education:**

- 2015: Bachelor of Engineering (Mechanical) from Cummins college of Engineering, Pune University with 57%.
- 2010: HSC from SCSM, Shrigonda with 74%.
- 2008: SSC from VidyadhamPrashala, Shirur with 83.53%.

### **Strength and Skills:**

- Knowledgeable in system aspects of estimating software(Windowmaker).
- Flexible approach and able to work under pressure.
- Highly Motivated and Well organized

### **Software Proficiency:**

- Autocad 2D
- MS Office : MS Excel, MS Word, MS Powerpoint.
- General Office Software :Windowmaker, Saflexsd.

### **Personal Details:**

Date of Birth: 24th November, 1992.

Hobbies: Travelling, Singing, Reading, Drawing, Playing badminton.

Permanent address: At.-Tas, Post.-Vankute, Tal.-Parner, Dist.-Ahmednagar - 414304

### **Declaration:**

I hereby declare that the above mentioned information is true to the best of my knowledge.

Yours truly,  
(Date Anuradha Dagadu)

Date: