

# Sneha Vankdoth

## Project Manager

Carrollton, TX - Email me on Indeed: [indeed.com/r/Sneha-Vankdoth/4ab4ea32121fd2e7](https://www.indeed.com/r/Sneha-Vankdoth/4ab4ea32121fd2e7)

Seeking an entry-level position that will help me develop my skills as an educator and utilize my knowledge in civil engineering

Willing to relocate: Anywhere

Authorized to work in the US for any employer

### WORK EXPERIENCE

#### Project Manager

DMR Development LLC - Irving, TX - April 2017 to April 2017

Reporting directly to an assigned lead Senior Project Manager

- ✓ Performed routine aspects of assigned project under close supervision, following established procedures
- ✓ Coordination with project management professionals to make modifications and corrections to project specific documents, used computer-assisted engineering software and equipment to perform engineering tasks
- ✓ Collected and prepared data for evaluation, examined project documents for completeness and accuracy

#### Project Associate

Reliable Environmental Services - Hyderabad, ANDHRA PRADESH, IN - August 2012 to May 2014

Providing administrative and research support for client

- ✓ Coordinating project management and communicating project status with client on a regular basis
- ✓ Conducted and visited the fields and construction sites for projects
- ✓ Assisting in the preparation of client deliverables such as presentations, reports and providing support materials
- ✓ Performed other duties as assigned

### EDUCATION

#### Master of Science in Civil Engineering in Civil Engineering

Lawrence Technology University

August 2014 to December 2016

#### Infrastructure Asset Management

Jawaharlal Nehru Technological University

August 2009 to May 2013

### SKILLS

Auto CAD (Less than 1 year), Auto-Cad (Less than 1 year), CAD (Less than 1 year), Excel (Less than 1 year), MS Office (Less than 1 year)

### ADDITIONAL INFORMATION

- ✓ Worked on various Academic Projects which helped to Excel my skills

- ✓ Profound knowledge in Math CAD and Applied in Project works, Assignments and Achieved successful outputs
- ✓ Strong knowledge in Auto CAD in designing and drafting the output
- ✓ Experience in working as Intern at NGO creating awareness in people about usage and saving of Water
- ✓ Successful in working as a Project Associate for NGO at Hyderabad, India
- ✓ Student Member of ASCE.

**Skill Set:**

Auto-Cad, Math Cad, C, MS Office (MS word, Excel, Outlook)