

Resume

Pallela Naresh

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Permanent Address: H.No. 3-27/1,
Tirumalakunta(V), Aswarao peta(M),
Bhadradri kothagudem(D).

Objective:

To be associated with a progressive organization that gives scope to apply my knowledge and skills and to be part of a team that dynamically works towards the growth of the organization.

Work Experience:

- Currently working in Executive-Projects (Cost Estimation & Design) in monarch ergo Pvt Ltd from 10_06_2024 to till date

Job Description:

Main Duties and Responsibilities:

- Support Sales and Project teams for smooth coordination and timely project delivery.
- Prepare and submit quotations for standard and non-standard products within deadlines.
- Understand client requirements and offer suitable design solutions.
- Coordinate with the Design team for approval of non-standard items as per SOP.
- Create layout plans and typical drawings for timely quotation submission.
- Work with the Project team for accurate site marking and incorporate any changes.
- Prepare sign-off drawings based on final client approvals.
- Finalize BOM as per sign-off drawings and agreed CMF.
- Process orders based on client-approved drawings.
- Verify packing lists with the PPC team to avoid errors.
- Provide complete project files (drawings, BOM, electrical details) to PPC & CPD teams.
- Ensure smooth coordination during the full project lifecycle to prevent installation issues

Personal Strengths:

- Strong analytical and problem-solving skills
- Good verbal and written communication
- Ability to learn new concepts quickly

Academic Qualifications:

❖ B.tech in Mechanical Engineering.

Mother Theresa Institute of Science & Technology, Sathupally

Feb 2016 - Dec 2020

CGPA: 6.75%

❖ Inter Mediate, M.P.C.

VKDVS Raju Junior College, Aswaraopet

Jun 2014 - Apr 2016

Percentage: 66%

❖ S.S.C from Board of Secondary Education

May 2014

CGPA: 7.0%

Academic Projects:

Design and analysis of Master Connecting using different materials In NATIONAL SMALL INDUSTRIES CORPORATION (NSIC-ECIL)

Skills Sets

- Operating System : Windows 10.Pro.
- Software/Tools : MS-OFFICE, Auto CAD 2014 (2D & 3D), SOLID WORKS -2020, PACT.
- Typing : English

Personal Deta:

Name : Pallela Naresh.
Father Name : Venkateswara rao
Date of Birth : 11-08-1998
Nationality : Indian
Religion : Hindu
Marital Status : Un-Married
Languages Known : English, Telugu, and Hindi.

Declaration:

I confirm that the information provided by me is true to the best of my knowledge and belief.

Place:

(Pallela Naresh)