**CURRUCULUM VITAE**

**PANKAJ VERMA**

*Village: Charoda,*

*Post : Dharsiwa,*

*Distt: Raipur (C.G)*

**Pankajverma.verma81@gmail.com**

**Mob.: +91- 9074887777**

**DEGREE IN CIVIL ENGINEERING, 03 YEARS** EXPERIENCE IN BUILDING ROAD & BRIDGE CONSTRUCTION WORK

**Objective**

An aspiring and enthusiastic **Civil Engineer** seeking a career opportunity in a core Company .A natural team leader in changing environment with zeal to achieve goals through continuous endeavor. Aspiring to be capable of having well interpersonal relationship and to work synchronously in a team of set members.

**Organization** : B.S.B.K. PVT. LTD.

**Work Activity** worked as a Jr. Engineer

*1. Checking the Sub – contracting Bills with respect to executed work, VAT & Service Tax.*

*2. Physical verification at site, certification of bills, prepare control sheet & comparative statement comprises Sub Contractor’s claimed qty. v/s client certified qty.*

*3. To keep records of all sub contractor’s bills and co ordinate with site staff for any queries regarding the bills and send the certify copy of the bills to respective sites.*

*4. To check and keep the records of debits of subcontractors.*

*5. Forwarding the bills to a/c dept. after accomplishment of above said process.*

*6. Keeping track of advances given to sub contractors by contract department and intimating the same to site for recovery.*

*7. Keeping track for the progress of on going projects. Preparing the progress report for the same giving the status of activities, percentage completion of activities as per the schedule.*

*8. Keeping the record of Daily work done, Daily Labour status, Daily Stock status for all the ongoing projects and updating the same daily.*

*9. Keeping the track of Statement of Planned work for all the ongoing projects received from site.*

**Client** : **CGPWD (ADB) RAIPUR**

**Consultant** : Egis India Consulting Engineers

**Cost of Project** : 97 Crore

**Details of Project** : *Design, Engineering, Finance, Construction, Operating & Maintenance of End of Rehabilitation and Upgrading of Raipur Urla Patharidih Kodwa Road (MDR) from Ch 3+870 to 54+560*

**Duration** : From 7th May-2015 to17th April-2017.

**Organization** : M/s. Sewa Singh Oberoi & Co.

**Work Activity** worked as a Jr. Engineer

*1. Checking the Sub – contracting Bills with respect to executed work, VAT & Service Tax.*

*2. Physical verification at site, certification of bills, prepare control sheet & comparative statement comprises Sub Contractor’s claimed qty. v/s client certified qty.*

*3. To keep records of all sub contractor’s bills and co ordinate with site staff for any queries regarding the bills and send the certify copy of the bills to respective sites.*

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*9. Keeping the track of Statement of Planned work for all the ongoing projects received from site.*

**Client** : **CGRDC0RAIPUR**

**Consultant** : MSV Consulting Engineers

**Cost of Project** : 120 Crore

**Details of Project** : 1.- Two Laning With Hard Shoulder of G.E. Road Indamara-Sukuldaihan-Thelkadih Road Seaction From Km 0.000 to Km 20.019 , 2.- Dhara- Thelkadih Road Seaction From Km 0.000 to 19.049 Km , 3.-

Chikhali -Padumtara Road Seaction From Km 0.000 to 15.000 Km in the State of Chhattisgarh on EPC Mode

**Duration** : From April. 2017 To Till Day

**Professional Qualification** DEGREE IN CIVIL ENGINEERING

BCA

AUTO CAD DESIGN

**Academic Qualification**

* Complete Higher Secondary School from C.G. Board, Raipur (C.G.)
* Complete High School from C.G. Board, Raipur (C.G.)

Competency Type : Job Competencies

Skills : Communication, Supervision  
Attitude : Positive

**Personal Profile**

Name : Pankaj Verma

Father’s Name : Mr. Jeevrakhan Lal Verma

Date of Birth : 04.05.1993

Nationality : Indian

Marital Status : Unmarried

Hobbies : Playing Chess, Swimming.

***(*Pankaj Verma*)***