# Gajendra Laxman Dongre

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**Seeking a appropriate positions in Construction Management, Site Operations, with a reputed organisation.**

**PROFESSIONAL SNAPSHOT**

* A result-oriented professional with 04 years and 6 months of experience in Project Management, Site &Construction Management and Resource Management with good organisations.

**HIGHLIGHTS**

**Project Scheduling**

**Construction / Site Management**

**Material Management**

**Quality Control**

**Client Relationship Management**

**Resource Management**

**Auto-CAD /MS-Office**

* Project Planning, Material Procurement, Vendor Development, and Documentation & Client Relationship Management in line with industry best practices.
* Works with systems in compliance with quality standards.
* Project monitoring and review of project schedules, ensuring cost control within budgeted parameters.
* **Abilities in managing tasks for Civil & Construction Management involving on site Planning, Procurement, vendor development, Techno-Commercial Functions, on site Documentation.**
* **Review of project schedules, ensuring cost control within budget. An effective communicator with planning and coordination skills**

**AREAS OF EXPERTISE**

* **Assurance of completion of project within the time & cost parameters and effective resource utilization to maximize the output.**
* **Interacting with Clients, and Architects & Consultants for determining technical specifications, approvals for execution**
* **Since March-2014 till date works for high rise residential projects like TATA CAPITOL HEIGHTS, commercial project like shopping Market, Hospital buildings etc..**
* **Recently I have working in high rise residential projects at BELLA VISTA ,Nagpur ..**

**Organisational details**

**Oct. 2016 – Till Date -- Sr. Site Engineer M/S Laxmi Keshav Constructions, Nagpur**

***Key Responsibilities :-***

* **Responsible for planning, Micro-planning, approval from client and architect, vendor development, material management, billing, machinery and manpower management.**
* **Working for detailing of works and providing to site engineers, petty contractor for smooth working and target achievements**
* **AutoCAD and excel are being used for details of works like billing, BBS making, Bar chart etc**

**March 2014 – Oct.2016 -- Site Engineer M/S Chaitanya Constructions, Nagpur**

***Key Responsibilities :-***

* **Responsible for planning, Micro-planning, approval from client and architect, vendor development, material management, billing, machinery and manpower management.**
* **Working for detailing of works and providing to site engineers, petty contractor for smooth working and target achievements**
* **Documentation for Quality Control.**

**Academic**

1. **SSC,Tidke Vidyalaya ,Nagpur Passed in First Class in March 2009**
2. **Diploma in Civil Engineering Datta Meghe Polytechnic, Nagpur Passed in first class in Mar 2014**
3. **BE in Civil Engineering, Nagpur Institute of Technology, Nagpur Appeared for 2nd Year**

**Personal dossier**

Date of Birth : 20thmay 1993

Address : Sai Baba Colony, Faras, koradi road Nagpur

Contact : +919545420770

Status : Unmarried

Nationality : Indian



Gajendra L. Dongre