



SUREKHA D

🎂 09/08/1998

🏠 Bengaluru

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My name is **Surekha D**. I am a graduated student in **B.E in Electronics & Instrumentation Engineering** from BIT. Results-driven and detail-oriented **Bids and Proposals Engineer** with **3.5+ years** of hands-on experience in developing winning proposals and bids for diverse projects. Proven track record of securing successful contracts in highly competitive markets. Seeking an opportunity to leverage my expertise and contribute to the growth and success of a dynamic organization.

EDUCATION

Bachelors in Electronics & Instrumentation Engineering

Completed – 71.09%

Helped me to build a solid foundation for career growth that requires higher skills.

Bangalore Institute of Technology 📍

2016 – 2020 📅

Pre Degree course

Completed-90.20%

a bridge course between schooling and the Professional course

Mahesh PU College 📍

2014 – 2016 📅

ACADEMIC PROJECT

Eye tracker-based account embedded ATM Card

A smart-camera based eye-tracking system has been incorporated as a new application for gaze-based PIN identification.

INTERNSHIP

Karnataka Power Corporation Ltd.

Case Study on Solar Power Plant and Solar Energy

Bengaluru 📍

March 2020 📅

PERSONAL INTERESTS

📍 Travelling to Places

📍 Enjoying Dishes

📍 Sports

📍 Cycling

EXPERIENCE

Tender & Quotation Specialist (3.5+ years)

- Preparing Bids Offer with technical clarifications based on Customer requirements.
- Managing multiple LBU's with good positive feedback and getting more RFQ's/business.
- Analyzing the quotation with Win/Loss order, taking discounts possible for projects based on the Total order/ Packages.
- Technical Expertise on Measurement Product Technologies, Features & Configurations.
- Knowledge on International standards like IEC, ASME, etc.
- Exposure to process industries: Oil & Gas, Water, Minerals, Power. Pulp Paper etc.
- Experience in dealing with EPC Requirements.
- Exposure on International Commercial terms (INCOTERMS 2020)
- Tendering including analysis of technical specifications, preparing comments/deviations, estimating time, risk identification etc.
- Training freshers with detailed knowledge for preparation of Tenders and quotation.

📍 **ABB GLOBAL INDUSTRIES PVT LTD.**

📅 **NOV -2020 to till date.**

Languages

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Kannada

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Hindi

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English