

AKSHITA BHATNAGAR

Lajpat Nagar, Sahibabad Ghaziabad, Uttar Pradesh 201005

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WORK EXPERIENCE

GKM ENERGY PRIVATE LIMITED, NOIDA

TENDER EXECUTIVE

(MAY/2019)-(AUG/2020)

GKM Energy Pvt. Ltd. is a widely accomplish Manufacturer of LED Street Light, Solar Water Heater, Solar Inverter, Solar Cap etc.

- Functioned as Tender Executive and arranging documents as per Tender Requirement.
- Excellent knowledge in Preparation of Tenders & Procedures / Bidding and submission of Tenders.
- Uploading/Submitting the Documents (General/Technical/Commercial) in the ONLINE Platform.
- Getting /Procuring Digital Certificates for ONLINE Tenders Participation.
- Selecting Tender from different government portals like CPPP, EESL, SECI and from the other states.
- Assist department with all documents support.
- Liaison with Govt. Department for Vendor Registration, Approvals and Renewal.
- Submitting documents for getting new registration as approved vendor.
- **Achievements : Awarded tender of EESL, IPGCL, HIMURJA, SECI.**

ONNYX ELECTRONISYS PRIVATE LIMITED, KARKARDOOMA DELHI

TENDER EXECUTIVE

(APRIL/2016)-(MAY/2019)

Onnyx Electronisys Pvt. Ltd. is certified company involved in the business of Traffic Management Systems & Solution. It has over 17 years of experience in Design, Manufacture, Installation and Maintenance of traffic Signals including complete hardware & software.

- Preparation and submission of different types Bank Guarantee's like Bid security and performance Bank guarantees.
- Meticulously following for getting back the BGs & DDs.
- Preparation of EMD and Bank Guarantee Statement.
- Preparing the Tender Comparative Statement
- Preparing the proposals(Technical & Commercial)
- Active involvement in Coordinating the Site Supervisors & Project Incharge.
- Follow-up with the production Dept. about the material dispatch

EDUCATION

2015	IMS Engineering College – Ghaziabad, UP VLSI Design Engineering - M. Tech
2012	Krishna Engineering College – Ghaziabad, UP Electronics & Communication Engineering - B. Tech
2009	Board of Technical Education – New Delhi Public Health and Environment Engineering - Diploma
2006	Govt. Sarvodaya Senior Secondary Co-Ed School New Delhi Central Board of Secondary Education - 10th Standard

Certifications and Training

1. Three month Training at DELHI JAL BOARD
2. One month Training at DELHI MILK SCHEME
3. Attending three days awareness programme on "New and Renewable Energy Technologies and Environment" at Mahatma Gandhi Institute of integrated rural energy planning and development Bakoli, Alipur, Delhi.

Academic Projects & Seminars in B.Tech.

1. Internship Training in all India Radio station, Delhi in 5th semester- presented a seminar on DALET PLUS SOFTWARE.
2. Making a Project on OPTICAL FIBRE BASED SECURITY SYSTEM.
3. Attending National Service Scheme Programme of UTTAR PRADESH TECHNICAL UNIVERSITY on 2009-2012

Academic Projects & Seminars in M.Tech.

1. Presented a **Seminar on ASIC Flow Design** in 1st Year
2. **Seminar on Embedded Product Development Life Cycle** in 2nd year
3. Attended **National Institute of Technical Teachers Training and Research Chandigarh** - Certificate for participate in AICTE recognized short term course on VLSI through ICT conducted by Electronics and Communication Engineering Department (3 Days).
4. **Paper published----** National conference on Broadband and Optical Fiber Technologies for presenting a paper entitled "TECHNICAL SURVEY OF VARIOUS SPEECH ENHANCEMENT ALGORITHMS" conducted by ABES engineering college Ghaziabad.
5. **Paper published-----**International Journal of Scientific Research Engineering & Technology (IJARECE) **HARDWARE IMPLEMENTATION OF LMS AND VSLMS ALGORITHMS FOR SPEECH ENHANCEMET.**

6. Certificate for participation in the "**National Conference on Broadband and Optical Fiber Technologies**".
7. **Thesis on IMPLEMENTATION OF LMS AND NORMALIZED LMS ALGORITHM FOR SPEECH SIGNAL ENHANCEMENT.**
8. Certificate for participating in "**VLSI Schematic and Layout Design Workshop**" held at Indraprastha Institute of Information Technology Delhi, IEEE-Student Branch.

Personal Information

Father's Name	Shri Sarvesh Kumar Bhatnagar
Date of Birth	01 st of January, 1992
Language known	English & Hindi
Sex:	Female
Marital Status:	Unmarried

Place: Ghaziabad

(Akshita Bhatnagar)

Declaration

I hereby declare that the above mentioned information is correct to the best of my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.