



NAME: Shruti Pathak

BRANCH: MBA (Construction Project Management)

CONTACT:

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OBJECTIVE:

To seek a career in project management, where my techno- managerial skills and six years of construction experience are fully utilized, as well as explore sustainable advancement opportunities across the construction industry.

SKILL SETS:

- Project Management Skills
- Leadership skill
- Team Building
- Analytical skills
- Conflict Resolution
- Communication skill
- Eye for detail
- Risk identification & mitigation

SOFTWARE SKILL:

- AutoCAD
- M.S project
- Primavera P6
- M.S. office
- Navis works(BIM)
- Revit

CAREER HIGHLIGHTS:

- Six years of work experience in construction industry
- BOQ preparation, Pre-bid evaluation of tenders under Contracts & tendering department
- Project planning, Quantity estimation with required Software Skills

PROFESSIONAL EXPERIENCE:

Company: B.L. Kashyap & Sons Ltd.
Period: 2011/Jul-2016/Jun
Position: Assistant Engineer
Roles:

- Prepared detailed estimate, rate analysis and cost comparison statements.
- Undertook quantity takeoff as per specifications and drawings.
- Drafted and got certified client and sub-contractor bill based on work in progress at site.
- Made cement and steel price escalation and reconciliation reports.
- Tracked site progress vs. scheduled progress.

Project: Mantri Commercio, Bangalore
Embassy Tech Square, Bangalore
Mantri Espana, Bangalore

Company: Sthapati Associates Pvt. Ltd.
Period: [2016/Jul -2017/Jun]
Position: Project Engineer
Roles:

- Did BOQ Preparation work
- Executed Pre-bid evaluation under tendering department
- Procured subcontractors for various works.
- Gained hands on experience in site execution works with subordinate coordination

Project: SBI Jankipuram Officer's Enclave, Lucknow
Bank of Baroda, Dev Pryaag, Allahabaad
Super-Specialty Cancer Hospital, Kanpur Dehaat
Private Residential work, Lucknow

ACADEMIC BACKGROUND:

Year: Pursuing
Name: MBA [CPM]
Body: RICS SBE, Amity
University
CGPA: 7.60

Year: 2007-2011
Name: B.Tech (Civil)
Body: NIEC,
Lucknow
Per%: 73%

Year: 2007
Name: XII
Body: St. Mary's Inter
College
Percentage: 76.20%

Year: 2005
Name: X
Body: St. Mary's Inter
College
Percentage: 75.40%

INTERNSHIP EXPERIENCE:

Company: IL&FS Engineering & Construction Company
Period: 2018/May-2018/Jul
Position: Intern
Roles: Worked in various departments for Nagpur Metro Rail Project, Reach-1.

Company: Central Design Directorate
Period: 2010/Jun-2010/Jul
Position: Trainee Engineer
Roles: Worked under the project named as "DAM SAFETY AND INSTRUMENTATION", under Central Water Commission Department and State Govt. that involved various measures required and instrumentation provided for dam safety.

UNDERGRADUATE PROJECT:

Title: "Construction of Minor Canal"
Description: The project is to be constructed across SHARDA SAYAK RIVER to irrigate land area that comes under BBD campus and Anandi Water Park.

DETAILED ACHIEVEMENTS:

- Awarded certificate of appreciation and participation for organizing various events of SFS Club, Sangathan (sports club) & SLING student body of RICS SBE, Amity University.
- Merit Recognition Certificate during summer training from CDD, Lucknow.
- Secured appreciation certificate from Triveni Structures Ltd. during summer training for a project named as "Structural Systems" in 4th semester as a part of B.Tech Curriculum.
- Active member of Leprosy Foundation – Etawah an initiative to help people suffering from Leprosy.
- Won various certificates in Physics Talent Hunt, Kabbadi, Dancing and Singing.

REFERENCES:

- **Industry:** Mr. Sreenivas Chinee, Assistant General Manager, CBRE, +919900002001, sreenivas.chinne@gmail.com.
- **Academic:** VPS Nihar Nanyam, Assistant Professor, School of Construction RICS SBE, Noida, +91 99872 26955, nnanyam@ricssbe.edu.in

PERSONAL INFORMATION:

- **Date of Birth:** 27.07.1990
- **Father's Name:** Mr. Pavan Kumar Pathak
- **Languages Known:** English, Hindi, Kannada & German (Elementary)
- **Passport Available:** Yes
- **Passport No:** Z4048770