**Asheesh Gupta**

**Contact No: 09650943772, 07983821322**

**E- mail:** [**ashishgupta.gupta83@gmail.com**](mailto:ashishgupta.gupta83@gmail.com),   
[**asheeshgupta.gupta91@gmail.com**](mailto:asheeshgupta.gupta91@gmail.com)**,**

**Present Address: House No.- 626, School View Apartments**

**Varun Enclave, In front of Delhi Public School**

**Sector-28, Noida, UP.**

**Career Objective:**

To gain knowledge of the working environment and to help myself in gaining a competitive edge over others that gives me an opportunity for learning and improving.

**Professional Experience:**

* Undergone Two & half month Apprenticeship through CARE in “ Zamil Air conditioning India Pvt. Ltd.” (The OEM of Voltas, Haier, Croma, and also Zamil Air Conditioner) Nalagarh (HP). After that worked on company roll contractual basis as “Projet coordinator- Production Engineer” from 22-08-2012 to 22-04-2014 in Nalagarh Unit.
* Worked as “Project Coordinator, Electrical EPC Engineer” in “KEI Industries Ltd.” D-90, Okhla Industrial Area, Phase-1, New Delhi in “EPC/EHV” section distribution division from 24-04-2014 to 28-02-2017. Having worked with one month notice period & handover all job duties on 31-03-2017 to my sub-ordinates.
* Presently working as “Senior Engineer- Power System, Project Coordinator” in EPC section transmission division in “Hartek Power Pvt. Ltd.” F-321, Phase-8B Industrial area, Phase-8B Mohali, Punjab from 01-05-2017 to 30-04-2018.
* Then working as “Assistant Manager- Power System, Project Coordinator” in EPC section transmission division (Solar Sub-Station) in “Hartek Power Pvt. Ltd.” F-321, Phase-8B Industrial area, Phase-8B Mohali, Punjab from 01-05-2018.

**Summary of Project Co-Ordinator’s Job:**

**Hartek Power Pvt. Ltd.:-**

* Having working with AIS solar substation projects.(EPC-Transmission)
* Having Co-ordinated 40 MW UP Azure Dakore (Jalaun) project & also sub co-ordinated 100 MW UP Azure Telangana Project. The client of the both Projects are Azure power Pvt. Ltd., New Delhi. 40 MW Project Site is situated in Village- Dakore, Tehsil- Orai, District- Jalaun UP. Both Projects are the Solar Substation Project. In these projects all the Civil Work & Electrical Work is our Scope with Erection, Testing & Commissioning of the Substation Switchyard along with Transformer Yards (Inverter Yards).
* Presently Co-ordinated 100 MW Pavagada (Karnataka) Project and Sub coordinated 100 MW Bhadla (Rajasthan) Project. The client of the both Projects are Azure power Pvt. Ltd., New Delhi. In both the Projects: MCR & ICR Yards- Civil and Electrical work is our Company’s Scope.

**KEI Industries Ltd.:-**

* Having experience in Electrical procurement & construction (EPC-Distribution)
* Good understanding of progress, planning and completion of Projects, Erection & Maintenance.
* Coordinated Bareilly R-APDRP Project, Mahmudabad R-APDRP Project, IPDS (Badaun, Barabanki, Unnao, RaeBareli) Circles Projects, RGGVY (DDUGVY) Sitapur & Lucknow Circle Projects.
* Designation : Project Coordination Senior EPC Engineer, Coordinate the Projects from   
   H.O
* Duration: 24 April 2014 to 31 March 2017
* Name of the Project : Bareilly R-APDRP Project, Mahmudabad R-APDRP Project,

IPDS MVVNL Projects, RGGVY (DDUGVY) Projects.

* Name of the Client : Madhyanchal Vidhyut Vitaran Nigam Limited   
   (MVVNL)
* Nature of Work : Planning, Monitoring, Co-ordination and Progress Maintenance,  
   Survey & Approvals Activities, Supply Chain Management, Contractor   
   Finalization, Billing & Payment of Contractors, Labour & Manpower  
   Management, Maintain all type Documentation Work.

**Roles, Duties & Responsibilities of Project Co-ordinator Jobs:**

* Maintaining all Documentation Works as required also having adequate knowledge of it.
* Preparing and circulate all the documents for material dispatch; like as Inspection Call, Nomination Letter, Dispatch Instruction and all the letter correspondence with Compliance letters.
* Taking intelligent action whenever Complications arise with Workers (after discussing with the management).
* Project management and supervise all site work from Head Office with effective co-ordination.
* Provide daily site execution activities and daily erection progress (Project Progress Report) to the senior management in weekly meeting at H.O.
* Prepare monthly progress report as per Standard’s Format and also prepare monthly power point presentation on regular basis and forward to senior management.
* Assess Supply Chain Management of materials as per targeted erection plan and ensure dispatching and receiving of the materials at site and daily follow-up dispatch status of materials, co-ordinate with Procurement team and also with the Vendor, if required.
* Site Survey and inspection visits during erection work activities at regular basis or whenever required.
* Solving ROW‘s Problem issues and hindrances issues on priority during erection work at site by own self or with the help of senior management whenever required.
* Achieve Monthly Erection Targets with team management also maintaining the Quality of work.
* Receive Stocks and maintaining Stock on daily basis and check the Stock Register received by Site Store on daily basis.
* Maintaining details of Balance unused materials issued to the Contractors/ Sub- Contractors on daily basis.
* Co-ordination with Contractors for expediting erection progress.
* Checking all the Contractor Bills which are received from sites after proper checking by site management and after cross checking the Bills (Materials Reco, Drawings, Invoice and Payment Advice, Pole Schedule, DTR Schedule and all supporting documents), after resolving all the queries in the Bills, forward to H.O. Finance.
* Making the payment of the Contractor Bills on regular basis and ensure the balance materials recovery from the Contractors before the payment.
* Erection progress of the transformers, Conductor stringing, Phase distribution, and PCC & ST Poles with proper co-ordination by H.O on daily basis.
* Replacement progress of LT bare conductor by AB Cables and load balancing with proper co-ordination by H.O on daily basis.
* Daily co-ordinate with the Site Coordinator, Site Project Managers etc, and discussed them for today’s execution plan & should asked to send the daily progress report at evening on regular basis.
* Maintaining the required man- power at site, which are required for timely completion of the Project.
* Resolve all the issues of Contractors/ Sub-Contractors, Procurement Team, and also for the Vendors.
* Co-ordinate with the Concern authority for CEIG (Chief Electrical Inspector to Government) Approval and also completed the CEIG Inspection of the Sub- Station by the Concern authority at site and make properly co-ordinate along with.
* Make to complete all the Documents required for MNRE (Ministry of new and renewable Energy) Certificate in case of Solar Products, for which MNRE is required for the material required in Installation of Solar Sub Station.
* Properly checked all the Drawings required for Approval for Installation of material at Site for Solar Sub-Station and AIS Sub Station Projects as per Drawing requirement of the sub Station provide by the Client. The Drawing is received through internal Engineering Department. And we are continuous checked the Drawing also transmittal Number and supporting Documents for the same. After proper checking send it to the client through the Transmittal and maintained the same in Records.
* Regular Follow up with the client for approval of Drawings send through transmittal and resolved all the queries and make approved the same as earliest.
* Co-ordinate with the Vendors for technical aspects of the material required and provide them the approved copy of the drawing on the basis of material will be manufactured and resolved all the queries of the Vendor arise at any time from the PO to Material dispatched at Site.
* Regular Follow up the Procurement Department to plan the dispatching of the material at site as per site requirement and completion of Civil Works.
* Co-ordinate with the Procurement for the small but very Important Material required at site for the Sub Station Installation and make to arrange the dispatching of the same within stipulated time limits.
* Maintain the required man power at site. Regular follow up with the Site team for the Progress of Site Work. Also Co-ordinate with Civil as well as Electrical Contractors to execute the Sub-Station Work within given time limits. And make daily co-ordinate with them.
* Make a PPT Presentation for Complete Material Status, Civil Work and Electrical Work Status with Latest Site Photographs and also showing the Future work will be done at a glance. And presented it to the Monthly Meetings with Clients. And as per mutual understanding, make a future plan for the remaining work with the clients.
* Regular Site Visit for the Sub-Station Sites and present the Site Progress to the H.O Management in weekly meeting.
* Regularly update and circulate the Progress Report- DPR specific as per company format. Updated Daily and Circulate at company Management once in a week and alternates days to the Project Controlling Department. Etc.

**Professional Qualification:**

B.Tech in “Electrical & Electronics Engg.” (2008-12 Batch)

From Gautam Buddh Technical University, Lucknow (Formerly known as Uttar Pradesh Technical University)

& Approved by AICTE, New Delhi.

**Academic Qualification:**

**Passed:** Intermediate from U.P Board

**Passed:** Matriculation from U.P Board

**Company Details For Summer Training:**

**Company Name : IFFCO, (Indian Farmers Fertilizer Co-Operative Pvt. Ltd.) Aonla Unit.**

**Section** : Power & Steam Generation & Hydro Plant & Related all Machine Tools.

**Duration**: (I) 21 June 2010 to 05 August 2010.

(II) 01 July 2011 to 30 July 2011.

**Report- Topics :**

Introduction, About Aonla Unit, Instrumentation & Power Distribution System, Ammonia & Urea Plant, Power & Steam Generation Plant & Technical Data. & Also About Reliance Power Plant Overview of Reliance Power & Brief details about with complete process of Generation of Electrical Energy by Hydro Power Plant.

* Power is generated by “Steam & Hydro” Power Plant.
* After Steam Generation further process of Power Generation is as-

**Steam generation>Turbines>Radidual Magnets>EMF Generation>Automation >Generator Excitation>Converter>Step up Transformer>Electricity Conservation.**

**Projects:**

**Topic : Generation of Electrical Energy-**

1. **By Sound Energy** : Sound Source (Speaker) working as “Microphone”

under “Faraday law”.

**Brief Discription :**

Speaker works as Magnetic field circuit, produces an alternating flux ; the change in flux linkage developed an induced EMF in the circuit, due to this induced EMF (AC voltage) an alternating current flows through circuit & used ,it to run an 20 watts electric device like tube light etc.

1. **By Solar Energy** : Using “Fragile Solar Cells” or “Photovoltaic Cells”.

**Brief Discription :**

Based on “Nuclear Fusion”. (Electromagnetic Radiation) Solar energy is directly conversed into Electrical energy by “Photovoltaic Effect”. The photovoltaic effect arises when 2 opposite polarity Semiconductors are exposed to Electromagnetic Radiation. Fragile Solar Cells are connected together with thin, flexible stranded wire. Solder one end of short length of wire to the front Ohmic contact (+ve Terminal) of one cell & the other end to the underside (Contact Plate) of the next cell.

**Seminar:**

Participated Seminar in 6th Semester, 3rd Year.

**Topics: “How To Absorb Moisture From The Transformer Oil”**

**Report-Topics:**

Introduction, Using Purpose, Chemical Name, Oil Formation, Properties, Impurities, and Purification & Various Tests performed on the “Transformer Oil”.

**Brief Discription:**

**(I)** Several Insulators such as Cotton, Paper, and Press Board being of Cellulosic Structure & Fibrous Sheet freely absorb the moisture from the “Transformer Oil”.

**(II)** Many Absorbents such as “Silica Jel” are added on Transformer Surface, which absorb the moisture.

**(III)** Moisture from the oil are absorbed by performing “Moisture Test” on it.

**Computer Skill:**

**Good knowledge of Computer:-** Having 06 Months Basic DCA (Diploma in Computer Application) course from "Fresh Plus Institute of Computer",Butler Plaza, Bareilly from 20-10-2009 to 30-04- 2010.

Having Knowledge of MS Office (MS Word, MS Excel, MS Power Point), Familiar with Internet, Using different operating system like windows 7, windows 8. Also having working with ERP System based on Oracler-11 Software. Etc.Having basis Knowledge of MSP and Primavera also.

**Personal Details:**

Father's Name - Mr. Rajnesh Chandra Gupta

Date of Birth - 26 February 1989

Gender - Male

Nationality - Indian

Marital Status - Single

Strength - Positive attitude, Hard and smart work, Eager to interface   
 challenges and never miss opportunities to learn, Determinant  
 and loyalty towards commitments, Excellent team member &  
 good team leader. Languages known - English and Hindi

Permanent Address - Moh.- Ganj, Main Market, Aonla (Bareilly) UP- 243301.

Contact no - 09650943772, 07983821322

I, do hereby Solemnly declare that the details furnished above are true to the best of my knowledge.

**Date: ASHEESH GUPTA**

**Place: Signature:**