**Gaurav Jain   
B.Tech from NPTI Delhi in Power Engineering(Mechanical)  
Contact:**9971965553

**E-mail Id**: [**gouravjain\_17@yahoo.com**](mailto:gouravjain_17@yahoo.com)



**CV for Project Procurement(Techno-Commercial)and Contract Management.**



*Current Salary: 6 Lakhs per annum, Expected Salary: 8Lakhs per annum*

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| **PROFESSIONAL EXPERIENCE (4 Years& 9 months)** | | |
| **AM–Projects(6months)**  **Feedback InfraPrivate Limited** | | Feb’18- Present |
| **Responsibilities** | * Working as a Project Manager for O&M work of Thermal power Plants. * Responsible for Client Invoicing, Solving Manpower issues at site and taking payment, budget approvals and other important decisions for the project. * To develop relationship with Client and to deliver the work as per Work order terms & conditions. | |
| **Engineer –Contracts & Commercial(2 Years & 3 months)**  **RattanIndia Power Limited**  (formerly Indiabulls Power Limited)Dec’15-Feb’18 | | |
| **Responsibilities** | * Development of Vendors, their further analysis as per suitability of the captioned project. * Preparation of General condition of contract (GCC), Special condition of contract (SCC) and also the wrap agreement in case of multiple works to the same sub-Contractor/vendor. * Preparation & Tracking of Contract compliances and proper Due Diligence in running projects. * Also Responsible for Contract closure in close co-ordination with Project Team and other stakeholders. * Post Contract Management for EPC contract. * To work in all aspects in Procurement from PR - RFQ - QCS - NFA - PO - VPS - Final Dispatch of material.   PR   :   Purchase Requisition  RFQ :  Request for quote  QCS :  Quotes Comparative Statement  NFA  :  Need for approval  PO    :  Purchase Order  VPS  :  Vendor Payment Sheet   * Negotiations with Suppliers & Contractors. * Competent in working in SAP in all aspects, as far as procurement is concerned. | |
| **Preparation for Engineering Services (1 Year & 5 months)** | | Jul’14-Nov’15 |
| **Project Engineer (2 years)**  **Isgec Heavy Engineering Limited**  *Salary: 5 Lakhs per annum* | | Jul’12- Jun’14 |
| **Responsibilities** | * Worked as a Project engineer in EPC power plant division. * Successfully executed three Co-gen power plant projects, namely, Aditya Birla Chemicals Limited, Balakrishna Tyres Limited, Bharti cements Ltd. * Client invoicing, Project review meetings with clients, Solving issues with clients etc. * Submission of Weekly/Monthly Project progress reports to client. * Co-ordination between Engineering, Procurement & Construction department * Managing funds in the system & indenting of funds to procurement department. | |

**EDUCATIONAL CREDENTIALS**

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|  | **Name of School/College** | **University/**  **Board** | **Stream** | **Year of pass out** | **% Marks** |
| **MBA** | Lal Bahadur Shastri Institute of Management, Delhi |  | Finance | 2015-17 |  |
| **B.Tech** | National Power Training Institute, Badarpur, Delhi  *(Under Ministry Of Power, Govt. of India)* | IP University | Mechanical Engineering | 2012 | 71.28 |
| **XII** | Jain Sr. Sec. School (Delhi) | CBSE | Science Stream | 2008 | 81.2 |
| **X** | Bal Mandir Sr. Sec. School (Delhi) | CBSE | - | 2006 | 79.6 |

**INTERNSHIPS & TRAININGS**

* Worked at site for 3 months in Bhushan Power,Orissa (CFBC Boiler)which enabled me to learn the Erection & Commissioning activities.
* 15 days Dummy Simulator trainingon 210MW PC Fired Boiler which enabled me to learn the complete operation of power plant from startup to synchronization.
* 3 months vocational training in NTPC Badarpur(Thermal power plant)&NTPCFaridabad(Gas power plant)during college time.

**PERSONAL DETAILS**

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| **DATE OF BIRTH** | 10 April 1991 (27 Yrs) |
| **NATIONALITY** | Indian |
| **FATHER’S NAME** | Mr. Dharmender Jain |
| **Address**: | House No.11, Street No.3, Kishan Kunj, Laxmi Nagar, Delhi-110092 |
| **LANGUAGE NAME** | English, Hindi |
| **HOBBIES/INTERESTS** | * Listening soft instrumental music * Playing Harmonium and Learning Vocal music * A scintillating leisure walk in the park while listening music. * Reading self- help books. |

**Place:** Delhi **Date:08.05.2018**  **(**GAURAV JAIN)