**CURRICULUM VITAE**

Surendra Singh Shekhawat

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**OBJECTIVE:**

Aspire to be a part of ever dynamic & progressive organization where I can continuously learn and contribute to the growth of company & which offers me innovativeness, challenges & which enhance my technical & managerial skills.

**WORKING EXPERINCE :**

**Nov 2009 to till date:-**

**Organization : RMSI Pvt. Ltd**

**Project : R-APDRP**

**Position : Project Lead**

**Company Profile : -** RMSI Pvt Ltd is leading company in IT software solution provider for geospatial condition and working on GIS based . IT is working with different GPS

and DGPS instruments for collection of attributes. RMSI is leading company for employer stasification have got 1'position from last three consecutive years . RMSI get a project of R-APDRP of Rs 800 crore for GIS system of whole rajasthan electrical network

**KRA:- Project Management of GIS projects in transmission and or distribution segments  
1. Client /consultant interfacing  
2. Site management including asset collect& back office work  
3. Billing and Receivables management   
4. Team building  
  
Job Description:- Project manage,Site supervision. Project execution End To End Responsibility of the given portion of the project.  
  
1. Total assest colllection of project, independent responsibility.  
2. Interaction with contractors, Architects, projects Management Team,   
Clients.  
3. Handling labor on site, implementation of Manpower plans..  
4. Follow IMS procedures for quality and proper execution of job  
5. Give inputs to new joiner for development  
6. Give feedback to manager project and/or immediate supervisor  
7 Job completion with time management for better customer satisfaction.  
8. Measurement and checking and verification of sub contractors bills..  
9. Supporting the site in charge for monthly billing and collections.**

**Nov 2008 to Oct 2009:-**

**Organization : Godrej & Boyce Mfg.Co.Ltd**

**Project :** Maharastra Infra-Plan PhaseII.

**Position : Sr. Executive**

**Company Profile : -** **Godrej & Boyce Mfg.Co.Ltd** is brand name in Production and Automation of Electricals & Power Equipments across India. The Project, which I am working for is worth Rs 1230 crore for Renovation of GSS &11/33 KV Feeders & Construction of new lines for MSEDL. **Here all the material was procured by Godrej & Boyce Mfg.Co.Ltd**

Later reissued for Erection on Turnkey basis

KRA:- Project Management of Infra projects in transmission and or distribution segments  
1. Client /consultant /PMC interfacing  
2. Site management including installation and commissioning approval   
3. Billing and Receivables management   
4. Team building  
5. IMS and safety  
  
Job Description:- Site supervision. Project execution End To End Responsibility of the given portion of the project.  
  
1. Total execution of project, independent responsibility.  
2. Interaction with contractors, Architects, projects Management Team,   
Clients.  
3. Handling labor on site, implementation of Manpower plans.  
4. Compliance of Safety related activities on daily basis for contractors as   
well as our own employees.  
5. Follow IMS procedures for quality and proper execution of job  
6. Give inputs to new joiner for development  
7. Give feedback to deputy manager project and/or immediate supervisor  
8. Job completion with time management for better customer satisfaction.  
9. Measurement and checking and verification of sub contractors bills.  
10. Preparation of MB books and taking approval of the client.  
11. Supporting the site in charge for monthly billing and collections.

**July 2006 to Oct 2008**

**Organization : Power Technology Division, ABB Limited.**

**Project** : **Construction of new 11/33KV lines & FRP Works**.

**Position : Division In charge (FRP Project)**

**Job Responsibility**: -

# Nature of job / Function – Technical and commercial Management in turnkey power projects.

* **Supply, Erection,Testing& Commissioning**
* **Technically Supervision of. New s/s works & also augmentation**

# Handled Feeder renovation project of RSEB.

* **Technically Supervision of 11KV Feeders /33 KV New Lines**.
* **Prepare BOQ according to the survey drawing & final the order qty of different materials**
* **Planning of material according to erection plan and revenue.**
* **Prepare BOQ according to Survey reports and finalize of P.O. in respect of approved BOQ**

# Handling teams of contractors and Sub contractors.

* **Replace all the existing transformer of 11KV Distribution System by 25KVA (3 -phase & 1-phase) and 16KVA (1- phase) transformer.**
* **Two agriculture connections are connected with single 25KVA (3 -phase) Transformer.**
* **Erection of ABC cable for 3 -phase & 1 -phase connection with the use of Suspension Clamps, Dead End Clamps & Connectors.**
* **Coordination with clients and different stores to maintain smooth flow of materials for the projects.**
* **Material reconciliation of Contractors and follow-up for their payments.**
* **Materials management, analysis of materials status. Planning and scheduling of material flow for timely execution of jobs. Stores management, keeping stores well connected and planning material flow for different sites.**
* **Billing with client, Supply Invoice verification, MRC, Daily Progress Status & monitoring of sites, Liasoning with client.**

**Achievements:**

**Team member of successfully complete FRP (Feeder Renovation Program me) Project.**

**Project Cost: - 200 Crore.**

**Client: - Jaipur Vidhyut Vitran Nigam Limited,**

**Contractor: - ABB Ltd.**

**Location: - Jaipur (Rajasthan).**

**Academic Profile:**

Bachelor of Engineering (B.E.) with Electrical Engineering 2006 from Jaipur

Engineering college kukas, Jaipur (Raj.).

**Practical Training:**

* Training of 30 days at 440 KV GSS, Hirapura, Jaipur (Raj.).
* Training of 45 days at NBC, Jaipur (Raj.).

**Software Skills:**

* **Operating Systems**: WINDOWS - 98/XP.,Microsoft Excel., Lotus Note, Internet surfing

**PERSONAL PROFILE:**

Father's Name: Mr. Guman Singh Shekhawat

Occupation : Govt. Service

Date of birth: 20th Jul., 1984

Sex : Male

Nationality: Indian

**STRENGTHS:**

Focused, motivated and goal oriented. Energizing people to work in harmony and a spirit of teamwork, be live in dedicated and persistent hard work and possess ample analytical ability open to new ideas and viewpoint of others, decisive and deterministic nature.

Date: Surendra Singh Shekhawat