

## ARJUN BHATT

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Contact No: +91 9561 572 398

### OBJECTIVE

Obtain a position in a firm of repute that will benefit from my experience in Project Management, Cost controls and ability to work well with people.

Industry & Profile Preference: **Consulting/ Risk Advisory/ Real Estate, Hospitality & Construction**

### PROFILE SUMMARY

- PGP (IFDM) from NICMAR, Pune & B.E. Civil (University of Pune) with experience in:  

<b>Quantity Surveying</b>	<b>MSP/ Primavera</b>	<b>Tendering &amp; Bidding</b>
<b>Project Coordination</b>	<b>Planning &amp; Liaising</b>	<b>Cost Controls/ Contracts</b>
- Presently working with EY as Consultant in Risk Advisory Services (Real Estate, Hospitality and Construction)
- A dynamic professional with over 6 years of experience in Internal Audit, Risk Advisory, Project cost controls, Planning & Scheduling, Tendering & Bidding and Project Coordination.
- Proficient in understanding the stakeholder requirement and displaying proactive approach in the delivery.
- Possess strong people skills and with an ability to learn things quickly.

### EMPLOYMENT DETAILS

<i>Jan'17- Present</i>	<i>1.5 years</i>	<i>EY, India as Consultant in Risk Advisory Services</i>
<i>June'15-Dec'16</i>	<i>1.5 years</i>	<i>SREI Group, A Kanoria Foundation, as Assistant Manager- Planning &amp; Cost Controls, Mumbai.</i>
<i>April'13-May'15</i>	<i>2 Years</i>	<i>Al -Musarie Trading &amp; Contracting Co. Qatar, WLL as Planning &amp; Cost Controls Engineer, Qatar.</i>
<i>June'07- June'08</i>	<i>1 Year</i>	<i>Mahimtura Consultants Private Limited, Mumbai, India as Quantity Surveyor, Mumbai.</i>
<i>July'06 – June'07</i>	<i>1 Year</i>	<i>Michigan Engineers Pvt. Ltd., Mumbai, India, as Site Engineer, Mumbai.</i>

### Key Result Areas:

- Risk based internal audits for various Real Estate developers and construction companies in India; across functions of project planning, budgeting, design, procurement, contracting, project execution, inventory management
- Hands on experience in developing Standard Operating Procedures (SOP) in Construction & Real Estate sectors
- Project Management - Reviews of project risks and controls, project progress vis-à-vis actuals, delay analysis, cost optimization, sub-contractor liabilities and payments, billing, receivables and claims, project equipment and vendor management
- Developing project baselines; monitoring & controlling projects with respect to cost, resource deployment, time over-runs and quality compliance to ensure satisfactory execution of projects.

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### ACADEMIC QUALIFICATION

- 2011- 2013** **Post-Graduation Program (Infrastructure Finance Development & Management)** from National Institute of Construction Management and Research (NICMAR), Pune, India.
- 2008- 2011** **Bachelor's Degree in Civil Engineering** from KKWIEER, Nashik, Affiliated to University of Pune, India.
- 2002- 2006** **Diploma in Civil Engineering** from Shreeram Polytechnic Affiliated to Maharashtra State Board of Technical Education (MSBTE), Mumbai.

### ACADEMIC PROJECT HANDLED

- Title:** *Financing Of Construction Projects through Foreign Currency Convertible Bonds.*
- Institute:** National Institute Of Construction Management & Research, Pune.
- Description:** Study of different financial models related to Foreign Currency bonds feasible in Indian Construction Industry.

### SKILL SETS

- Well versed with:
  - Microsoft Office Suite (Excel, Word, PowerPoint)
  - Internet Applications
  - FIDIC Contracts
  - Drawing Tools (AutoCAD)
  - Project Planners (MS Project & Primavera-6)
- Project Management
- Well versed with Productivity Norms Relevant to Construction (Civil)
- Project Documentation & MIS.
- Good Interpersonal Communication Abilities

### PERSONAL DETAILS

- Date of Birth:** 09<sup>th</sup> January, 1987
- Marital Status:** Unmarried
- Passport No:** K6514844
- Present Address:** 10/504, Amarante, Sector-9E, Kamboli, Navi Mumbai-410218.
- Languages Known:** English, Hindi, Gujarati, and Marathi.
- LinkedIn Profile:** <https://www.linkedin.com/in/bhattarjun>

**N.B:** Please refer Annexure for Projects Handled.

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### Annexure

#### PROJECTS HANDLED

<b>Title:</b>	Construction of Multi Specialty Hospital (Suasth Healthcare) at Navi Mumbai.
<b>Description:</b>	<b>Suasth Healthcare (India) Pvt</b> Ltd. under revered mentoring of Kanoria foundation is progressing to achieve its vision <b>Heal 2020</b> : A Healthcare Delivery Ecosystem with capability of 5000 beds across various geographies in India. The new entrant in \$ 45 billion health delivery industry in India is aggressively pursuing the completion of its Flagship multi-speciality hospital in Kalamboli Navi Mumbai with 400+ bed capacity. The flagship institute will deliver all tertiary care services to all citizens of Mumbai & Maharashtra.
<b>Organization:</b>	SREI Group, A Kanoria Foundation.
<b>Duration:</b>	June'15- Present
<b>Role:</b>	<b>Planning, Coordination &amp; Cost Controls.</b> <ul style="list-style-type: none"><li>• Developing project baselines; monitoring &amp; controlling projects with respect to cost, resource deployment, time over-runs and quality compliance to ensure satisfactory execution of project.</li><li>• Formulating operating budgets and managing overall operations for executing civil projects within cost &amp; time norms; organizing / participating project review meetings for evaluating project progress &amp; de-bottlenecking.</li><li>• Verification of Contractor's Bills with respect to Quantities, Rates and Terms of Contract. Preparation of Tax Invoice sheet from client's side and forwarding for payment approval.</li><li>• Developing techno commercial documents, contract agreement and bid documents.</li><li>• Anchoring on-site construction activities to ensure completion of project within the time &amp; cost parameters and effective resource utilization to maximize output.</li><li>• Liaising with Architects, Consultants, Contractors, Sub-Contractors &amp; External Agencies for determining technical specifications, approvals and obtaining statutory clearances.</li></ul>
<b>Title:</b>	EPIC of Security Buildings, Boundary & Landscaping Works at Ras Laffan, Phase- 4, Qatar Petroleum.
<b>Description:</b>	To provide a comprehensive set of Administrative & Public Services for Ras Laffan Industrial City (RLIC), including Security Building, Entrance Canopy and Landscaping Works.
<b>Organization:</b>	Al Musairie Trading & Contracting Co., Qatar.
<b>Duration:</b>	April'14 – till date
<b>Role:</b>	<b>Planning Engineer/ Project Coordinator</b> <ul style="list-style-type: none"><li>• Prepared Master Program in P6 for the project in consultation with Planning Manager &amp; Project Manager.</li></ul>

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- Managing and organizing micro level schedules in P6.
- Making estimations for timescale & costs.
- To verify critical path and interfaces between design/ engineering/ procurement / execution stages.
- To submit planning reports such as manpower requirement and material procurement reports in accordance with approved program.
- Understanding the Client requirement and ensuring Client approval of Project Documentation including Engineering Drawings, Method Statements & Material Submittals.
- Maintained constant communication with project team & Project Manager to report progress, identify issues, and allocate resources.
- Handling Cash flow management so as to ensure accurate cash flows.
- Creating and developing weekly and monthly progress reports.
- Generating MIS reports and submitting to QP.
- Preparing Labor Histograms and CTC.
- Organizing the timely transportation of Materials.
- Ensuring procedures are executed safely.
- Preparing monthly Invoice statements.

**Work Description:**

Tendering & Bidding for Construction Projects.

**Organization:**

Al Musairie Trading & Contracting Co., Qatar.

**Duration:**

April'13 – to April'14

**Role:**

**Costing Engineer**

- Broadly involved in preparing the commercial proposal for bidding of projects.
- Understanding scope of work and floating sub-contractor inquiries to get relevant quotes.
- Quantities take off for Civil Items.
- Preparing preliminary schedules during tendering stage with inputs from planning department for tender submission.
- Consolidating the direct costs, indirect costs and Overheads.
- Understanding contractual requirements for the project and assessing the Risks involved.
- Discussion with Top Management regarding pricing strategy and finalizing commercial proposal.

**Highlight:**

Successfully bagged the Fit-out works of World Trade Center, Doha for Qatar Petroleum.

**Title:**

Construction of 2 Residential Towers for Hiranandani Builders, Mumbai.

**Description:**

Residential Towers, G+19 and G+10 with amenities.

**Organization:**

Mahimtura Consultants Pvt. Ltd., Mumbai

**Duration:**

June'07 – June'08

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**Role:**

**Billing & Planning Engineer**

The project involved:

- Taking out Quantities pertaining to Finishes.
- Monitoring daily progress and generated reports as per schedule.
- Preparing micro level project from the Master planning package for site level in MSP.
- Generating various reports from MSP as desired by client.
- Tracking of the schedule in MSP and verification of critical path.
- Certifying quantities of Sub-Contractors in their Running Account Bills.
- Site Supervision and inspection in terms of Quality Control.
- Overseeing the projects using DPRs.
- Involved in Reconciliation of Materials for Sub-contractors.

**Title:**

Rehabilitation of Sewer line using GRP Pipes using Trenchless Technology.

**Organization:**

Michigan Engineers Pvt. Ltd.

**Duration:**

June'06 – June'07

**Role:**

**Site Engineer**

- Arranging resources (Manpower & Equipment) for the Project.
- Coordination with multiple Sub-contractors and expediting works to meet project deadlines.
- Measurement and valuation (in collaboration with the project quantity surveyor)
- Checking and preparing site reports, designs and drawings.
- Ensuring that all materials used and work performed are as per specifications.
- Ensuring Proper Health & Safety Standards are maintained during execution.
- Preparing daily monitoring reports and submitting to Project Manager for information.

### TRAININGS/ SEMINARS/ COURSES TAKEN

- Computerized Construction Management systems.
- Models & Applications in Infrastructure Finance.
- Financial Management.
- Project Management Softwares- Primavera P6 and Microsoft Project.
- Project Planning & Appraisal.
- Quality Management.