

CURRICULUM - VITAE

Ms. Aishwarya Rajesh Kodam

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CAREER OBJECTIVE:-

To Achieve high career growth through a continuous process of learning for achieving goal & keeping myself dynamic in the changing scenario to become a successful professional and leading to best opportunity.

ACADEMICS:-

Qualification	Name Of Institute	University/Board	Year Of Passing	Aggregate Marks
BE (Civil Engineering)	Nagesh Karajagi Orchid college of Engineering and Technology,Solapur	Solapur University	2017-18	81.96%
Diploma	Bramdevdad a Mane Polytechnic Solapur	MSBTE	2014-15	76.00%
SSC	D.R.Shriram English medium School Solapur		2011-12	64.74%

WORK EXPERIENCE :-

1) Organization – Nyati Group Pune.

Project – Development of Residential, Commercial Buildings & Government Projects.

Designation – Contracts & Billing Engineer

Duration – 06 June 2023 to till Now

Work Profile –

- Preparing Work order in Highrise System and Issue to contractor.
- Preparing Rate Analysis of All items Required for Rate Finalization.
- Preparing Comparative as per Target Rate with Rate Finalized.
- Maintaining the required Registers and Work order Status in Excel.
- Preparing the One Page for RCC and Finishing Items of Project.
- Processing the Contractor Advance Through the Highrise System.
- Raise the Work order as per billing cycle and process the bill .
- Generate the RA Bills and Submit to Billing Department for Processing the Bill.
- Maintaining Bill inward Register.
- ☑ Calculating all the Items Quantities

2) Organization -Karma Realty.

Project – Development of Residential Buildings.

Designation – Estimation Engineer

Duration – 08 Oct 2022 to 15 May 2023

Work Profile –

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- Preparing the Budget of Projects in ERP & Putting the Budget in ERP as per the Work Progress.
- Reconciliation of material, finding variation of actual & verifying the actual quantities on site.
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- Preparation of Bar Bending Schedule & estimate of Various quantities as per drawing.
- Handling all Architectural, Structural and MEP Drawings and co-ordinate with consultant.
- Calculating all the Items Quantities.
- Preparing Rate Analysis of Each Items.
- Monitoring the MSP Weekly and updating the MSP Weekly.
- Prepared the Work Order and Services Bills of the Contractor.
- Releasing the PR for the material received on Site
- Preparing the BOQ of Projects.
- Preparing the comparative of all items and comparing it as per the costing.

3) Organization – Bharat Urban Infra Developers Pvt.Ltd

Project – Multifunctional Commercial Building's

Designation – Billing & Quantity Surveyor Engineer

Duration - Dec 2018 to 01 Oct 2022

Work Profile –

- Entering measurement books of the site and billing the same in company system.
- Handling all Architectural, Structural and MEP Drawings and co-ordinate with consultant.
- Filling the Check list of various elements on site before concreting.
- Preparing RA bills according to measurements and billing it to client.
- Reconciliation of material, finding variation of actual & verifying the actual quantities on site.
- Preparation of Bill of Quantities & detailed project report.
- Preparation of Bar Bending Schedule & estimate of Various quantities as per drawing.
- Preparation of daily progress report & weekly Progress report & Evaluating as per the planned schedule.
- Preparing all work progress on drawing in pictorial sheet format with Quantities.
- Prepared the Bills of Sub contractor & Prepared the Work order of subcontractor as per company system.
- Maintaining all work records of all sites.
- Monitoring site updates as per weekly Planning.

- **Achievement in Bharat Urban Infra Developer Pvt Ltd:**

Working as a Senior Engineer for Company's Commercial Project – High Street Vasai located at Vasai Road East Station. Actively involved in all Construction Activities done on this project in co-ordination with Site Engineers from HO. Participated in RERA Certification of this Project as Associate Engineer.

4) **Organization** - Shraddha Infra Developers Pvt. Ltd

Project - Platform construction & Doubling of Railway Track.

Designation - Site Engineer

Duration - June 2018 to Nov2018

Work Profile –

- Cost analysis & Quantity Estimation of construction material.
- Taken the rail levels for doubling of rails.
- Prepared the Bills of Sub contractor.
- Checking the work at Site.
- Maintained all work registers on Site.
- Prepared Bar bending Schedule as per drawing.
- Surveying work of Platform & Rails.
- Handling all site work on Platform and Rails

5) **Working on Residential Projects with Architect. –Duration – Till Now**

- Preparing BOQ and Calculating the Material Requirement as per the Structural and Working Drawings.
- Visiting the Site for measurement and for Preparation of Contractor Bills as per the Actual measurements.

TECHNICAL SKILLS:-

- Auto CAD
- ERP Softwar
- Staad Pro
- MSCIT.
- 3D Max and Sketchup.
- Highrise

INDUSTRIAL EXPERIENCES AND WORKSHOPS:-

- Site Training for 10 days at Lokhandwala builders in 2017.
- Site Training for 15 days at Jayraj Construction in 2016.

ACHIEVEMENTS:-

- TOP 5% TOPPER GOLD MEDAL in NPTEL (97 %) exam conducted by NIT Kharagpur (Design of Concrete Structure).

EXTRA CURRICULAR ACTIVITIES:-

- Event Coordinator of CAD MANIA Technical Event 2k18.
- Coordinator of CESA Committee 2k18.
- Participated in Paper Tower Making in AGTech Fest 2K17.
- Volunteer in CAD MANIA Technical Event 2k17.

STRENGTH:-

- Spontaneous
- Adaptability
- Leadership Quality

PROJECTS UNDERTAKEN:-

Year	Project Title	Technology handled
Final Year (Engg) Project	Translucent Concrete	This project is helpful for decreasing the electricity consumption and increasing the utility of natural source and gives the good aesthetical view for the structure.
Final Year Diploma	Concrete Pipe Manufacturing Units	This project is helpful to know what are the different part of manufacturing units.

PERSONAL MEMORANDA:-

- Name: Ms. Aishwarya Rajesh Kodam
- Father Name: Mr Rajesh Krishnahari Kodam
- Nationality: Indian.
- Gender: Female
- Date of Birth: 01-04-1997
- Hobbies: Listening songs, Playing Guitar, Singing, Dancing.
- Languages known: English, Marathi, Hindi, Telugu.

DECLARATION:-

I hereby declare that all the information furnished above is true to the best of my knowledge and belief.

Signature
Ms. Aishwarya Rajesh Kodam.