

ROLL NUMBER: P25700049

Chandralika Borah

Female

DOB

20-Oct-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera

PERMANENT ADDRESS

B.O.C GATE, LANE NO. 3_x000D_
 P.O DULIAJAN, DIST
 DIBRUGARH_x000D_ ASSAM
 City: Dibrugarh
 State: Assam
 Pincode: 786602

LANGUAGE

- ENGLISH
- HINDI
- ASSAMESE

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.46	2027
Graduation	GIRIJANANDA CHOWDHURY INSTITUTE OF MANAGEMENT AND TECHNOLOGY,AZARA	81.7	2023-Aug
Intermediate	CENTRAL BOARD OF SECONDARY EDUCATION,DELHI	71.4	2019-May
High School	CENTRAL BOARD OF SECONDARY EDUCATION,DELHI	93.1	2017-Jun

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 11 Weeks)
OIL INDIA LIMITED, DULIAJAN

16-Aug-2022 - 10-Sep-2022

3 Weeks
PROFILE: CIVIL ENGINEERING

1. Assisted engineers in monitoring ongoing site and facility-related activities to ensure work progress as per plan.
2. Supported daily work planning and maintained basic documentation such as progress reports, logs, and observations.
3. Coordinated with site supervisors and team members for work updates, issue reporting, and smooth execution.
4. Followed Health, Safety, and Environment (HSE) guidelines and participated in safety briefings and toolbox talks.
5. Observed quality checks, reviewed drawings/specifications, and gained exposure to standard procedures followed in oil & gas projects.
6. Also learning the role and responsibilities of civil engineering department in Oil India Limited,Duliajan being the field headquarters

Shilpkar Construction Private Limited

04-May-2026 - 30-Jun-2026

8 Weeks
PROFILE: Project Planning and Management Intern

- Worked in project planning, scheduling, and monitoring to ensure timely execution of construction activities
- Reviewed architectural, structural, and MEP drawings to support site execution and planning activities.
- Conducted quantity take-offs and prepared Bills of Quantities (BOQ) for various construction works.
- Performed cost estimation and rate analysis using DSR and standard construction practices.
- Coordinated with site engineers, architects, consultants, contractors, and vendors for effective project execution.
- Monitored daily site progress and prepared progress reports highlighting completed and pending activities.
- Gained practical exposure to construction planning, project coordination, cost control, quality management, and site supervision.

ACHIEVEMENT DETAIL

1. Visaraad in Sattriya (GUNIN IN NORTON VIDYA) -Year -2016-2017 (Duration 7 Years)
2. Masters in Fine Arts (SHILPA RATNA) -Year:-2017-2018 (Duration 10 Years)