

ROLL NUMBER: P25700130**Pranjal Annasaheb Kajabe**

Female

DOB

03-Jul-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- SKETCHUP
- PHOTOSHOP
- LUMION
- WORLD
- ENSCAPE
- REVIT

PERMANENT ADDRESS

ANURAG APARTMENT , FALT NO.-
4 , FLOOR-2ND , NEAR
NAVSHANTI NIKETAN SOCIETY
City: Pune
State: Maharashtra
Pincode: 411044

LANGUAGE

- ENGLISH
- HINDI
- MARATHI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.28	2027
Graduation	D.Y. PATIL COLLEGE OF ARCHITECTURE AKURDI,PUNE	64	2024-Jun
Intermediate	SPPU PUNE	61.69	2019-Feb
High School	SPPU PUNE	83	2017-Mar

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 21 Weeks)**ARVIND VAIDYA & ASSOCCIATES**

18-Jul-2023 - 14-Dec-2023

21 Weeks**PROFILE:** INTERN - ARCHITECTURE& DESIGN**Drafting & Documentation**

1. Supported **project documentation and document control** activities including drawings, schedules, and BOQs
2. Assisted in **tracking design revisions and coordinating updates** between architects and consultants.
3. Prepared **area statements, material schedules, and quantity lists** for project monitoring.
4. Supported **progress reporting** through site visits, measurements, and photographic records.
5. Coordinated with site teams, consultants, and contractors to ensure **information flow and timely updates.**
6. Assisted in **preparation of working drawings and construction details** as per project requirements.
7. Maintained **records of site observations and as-built updates** for reporting purposes

SITE SURVEY AND FIELD WORKConducted site surveys and recorded **measurements, levels, and progress data**Assisted in **updating as-built documentation** based on site verification

Supported survey teams using total station/GPS data for reporting accuracy

Prepared **hand sketches and inputs for planning and coordination purposes**

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