

ROLL NUMBER: P25700162**Sharika S S**

Female

DOB

20-Mar-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project

PERMANENT ADDRESS

LEOS QUARTET APARTMENT,
HOUSE NO 3, JAWAHAR NAGAR
ROAD, THIRUVANKULAM P.O
ERNAKULAM
City: Ernakulam
State: Kerala
Pincode: 682305

LANGUAGE

- ENGLISH
- MALAYALAM
- HINDI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.49	2027
Graduation	RAJAGIRI SCHOOL OF ENGINEERING AND TECHNOLOGY	78.7	2023-Jun
Intermediate	CENTRAL BOARD OF SECONDARY EDUCATION KOCHI	80.8	2019-May
High School	CENTRAL BOARD OF SECONDARY EDUCATION KOCHI	85.5	2017-Jun

WORK EXPERIENCE (1 Year 4 Months)**NeST Hi-Tek Park Private Limited**

19-Dec-2023 - 15-May-2025

1 Years, 4 Months, 26 Days**PROFILE:** Civil Engineer Trainee

As a Civil Engineer Trainee in the Project Department, I was actively involved in supporting project execution and site operations through the following responsibilities:

Technical Reporting: Prepared detailed technical reports, including daily progress reports (DPRs), site activity logs, and labour-related documentation such as attendance records and daily labour charge summaries for internal tracking and billing purposes.

Quantity Estimation: Conducted quantity take-offs from architectural and structural drawings to support accurate material planning and cost assessments.

Site Supervision & Monitoring: Oversaw on-site construction activities to ensure compliance with approved drawings, specifications, quality standards, and safety regulations.

Work Allocation: Coordinated daily site tasks by allocating work to labourers based on project priorities, ensuring efficient resource utilization and timely completion of activities.

Site Inspections & Compliance Checks: Performed regular site visits to monitor work progress, assess site conditions, and verify adherence to technical requirements and construction methodologies.

Coordination & Communication: Acted as a liaison between the site team and office personnel to ensure smooth communication, timely reporting, and efficient project workflow.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 8 Weeks)**KEC International Limited**

17-Oct-2022 - 21-Oct-2022

0 Weeks**PROFILE:** Intern

Completed an internship at Kochi Metro construction site, gaining practical exposure to site operations with a focus on piling works and foundational activities. Learned key aspects of site management, safety protocols, and construction processes specific to large-scale infrastructure projects

Uralungal Labour Contract Co-operative Society(ULCCS)

20-May-2026 - 15-Jul-2026

8 Weeks**PROFILE:** Intern

- Prepared Bar Bending Schedules (BBS) for structural elements, including slabs, beams, and grade beams, by interpreting structural drawings and reinforcement details.

- Performed quantity estimation and quantity take-offs for concrete, reinforcement steel, shuttering, excavation and masonry works to support material planning and execution.
- Assisted in QA/QC activities, including reinforcement and formwork inspections, pre-concreting checklists, slump testing, concrete cube casting, curing verification, and maintenance of quality records.
- Assisted in Running Account (RA) billing by segregating and compiling the monthly quantities of completed work, supporting accurate progress measurement and billing documentation.
- Supported steel reconciliation, AutoCAD drawing updates, and site supervision while coordinating with the QA/QC, engineering, and billing teams to ensure compliance with project specifications and quality standards.