

ROLL NUMBER: P25700190**Abhinendra Pratap Singh**

Male

DOB

03-May-2001

TECHNICAL SKILLS

- AutoCAD
- MS Project
- Primavera
- COST X
- Advanced Excel
- Powerpoint
- Revit
- Candy

PERMANENT ADDRESS

House Number 306 Sitaram
Kushwah Colony _x000D_ Infornt Of
Circuit House Near Mangal Hotel
City: Dholpur
State: Rajasthan
Pincode: 328001

LANGUAGE

- English
- Hindi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	9.11	2027
Graduation	SRM INSTITUTE OF SCIENCE AND TECHNOLOGY, KATTANKULATHUR - TAMIL NADU	85	2021-Jun
Intermediate	BOARD OF SECONDAY EDUCATION RAJASTHAN	81.6	2017-May
High School	BOARD OF SECONDAY EDUCATION RAJASTHAN	86.17	2015-Jun

WORK EXPERIENCE (2 Years 3 Months)**M/S Ganga Dhar Agrawal**

01-Nov-2022 - 31-Jan-2025

2 Years, 2 Months, 30 Days**PROFILE:** Field Engineer

- Monitored critical path activities utilizing MS Project, conducting basic analysis to identify risks and implement corrective measures for schedule optimization.
- Managed comprehensive project documentation, contract records, and tracker sheets.
- Conducted data validation to prepare MIS reports, DPRs, and client-ready slide decks, structuring narrative content for senior management review
- Liaised with external vendors, contractors, and internal stakeholders, applying a problem-solving approach to resolve execution bottlenecks and maintain quality standards.
- Managed end-to-end project coordination, overseeing daily site operations and resource allocation to ensure delivery within strict timelines

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 12 Weeks)**PUBLIC WORKS DEPARTMENT - RAJASTHAN**

01-Jun-2019 - 30-Jun-2019

4 Weeks**PROFILE:** CIVIL ENGINEERING INTERN

- Assisted in site supervision of road and building works under state-funded projects.
- Gained exposure to measurements, DPR preparation, and standard construction specifications (PMGSY).

Truboard Partners

04-May-2026 - 30-Jun-2026

8 Weeks**PROFILE:** Real Estate (Asset Management) Intern

- **Sales & Financial Monitoring:** Tracked day-to-day (DTD) sales, maintained MIS reports, prepared analytical charts, performed DPD ageing analysis, and monitored NOC issuance processes across active projects.
- **Escrow & Fund Tracking:** Conducted escrow account monitoring to track fund inflows and outflows, ensuring end-use verification and preventing cash leakage.
- **Invoice & Work Order Verification:** Verified contractor invoices, work orders, and Running Account (RA) bills against actual on-site progress to ensure accurate fund deployment.
- **On-Site & Technical Verification:** Executed physical progress verification on-site to align ground-level construction milestones with desk-based monitoring frameworks.
- **Construction Monitoring & Due Diligence:** Applied construction monitoring methodologies while building a foundation in Technical and Financial Due Diligence (TDD/FDD) processes for real estate assets.

CERTIFICATION DETAIL

- Business Analytics with Excel: Elementary to Advanced - John Hopkins University
- Foundations of Project Management - Google
- Project Initiation: Starting a Successful Project