

ROLL NUMBER: P25700227

Ankita Kumari Sinha

Female

DOB

23-Aug-1998

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- Revit - Architecture and structure
- Navisworks
- Bluebeam
- Autodesk Construction Cloud
- K Track
- Sketch up
- Archicad
- MS Excel

PERMANENT ADDRESS

Sahay Sadan, Pakki Goriya, Ashok
 Chakra Gali, Patna City
 City: Patna
 State: Bihar
 Pincode: 800008

LANGUAGE

- English
- Hindi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.31	2027
Graduation	TECHNO INDIA COLLEGE OF TECHNOLOGY, KOLKATA	78.5	2021-Jul
Intermediate	BBOSE,PATNA	75	2016-Dec
High School	CBSE, PATNA	79.8	2014-May

WORK EXPERIENCE (3 Years 10 Months)
Pinnacle Infotech Solutions

02-Aug-2021 - 25-Aug-2023

2 Years, 0 Months, 23 Days
PROFILE: BIM Engineer

Project Lead “ Pinnacle Infotech, Durgapur (Aug 2022 “ Aug 2023)

- Acted as main point of contact with US clients.
- Planning, scheduling and quality control of project.
- Managed ACC setup as Account Admin and led teams as Project Manager.
- Oversaw Revit modeling, shop drawings, and timely production of project deliverables
- Created templates, modeled components, and prepared RFIs.
- Delivered service coordination and client deliverables.
- Provided training and technical guidance to team members
- Planned and executed weekly task allocation on PMS.
- Conducted bi-weekly coordination meetings with US clients for project updates, priority setting, and resolution of design issues.
- Handled project documentation, including Minutes of Meeting (MoM), daily progress emails, and meeting records

BIM Engineer “ Pinnacle Infotech, Durgapur (Aug 2021 “ Jul 2022)

- Developed and managed digital models for construction projects.
- Collaborated across teams to coordinate and improve design accuracy.
- Conducted clash detection and supported architectural visualization.
- Learned to work on commercial building and restaurant interior work.
- Worked on Renovation project for California client - more 22 projects.
- Understanding the light - fixtures work, interior kitchen cabinets design.
- Understanding the details of architecture design.

Intec Infra Technologies Pvt. Ltd.

04-Sep-2023 - 04-Jul-2025

1 Years, 10 Months, 0 Days
PROFILE: BIM-Architect

- Created project templates and modeled architectural & structural components.
- Prepared shop drawings, detailed drafting, and parametric family creation. _x000D_
- Modeled facades and landscape based on provided specifications. _x000D_
- Enhanced workflows using BIM methodologies throughout design and construction phases.
- Marking design change differences between the different sets of drawing on Bluebeam

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 7 Weeks)
Ahluwalia Contracts (India) Limited

04-May-2026 - 27-Jun-2026

7 Weeks

PROFILE: Project Coordinator Intern - Formwork Department

- **Planning & Estimation:** Prepared quantity take-offs, shuttering estimations, and formwork planning for RCC structures using Excel.
- **Cost Engineering:** Performed cost comparison and feasibility analysis of PERI Alpha, Aluminium, Nova, and Conventional formwork systems.
- **Project Controls:** Assisted in material planning, deployment scheduling, and resource optimization to support construction progress.
- **Cross-functional Coordination:** Collaborated with planning, procurement, execution, and site teams for timely formwork deployment.
- **Technical Analysis:** Developed estimation sheets, cost models, and technical reports to support project planning and decision-making.
- **Construction Management:** Gained practical exposure to construction sequencing, productivity analysis, cycle time optimization, and project monitoring.

CERTIFICATION DETAIL

- Engineering Project Management Time and Cost Management
- Engineering Project Management: Initiating and Planning
- Oil & Gas Industry Operations and Markets
- PMP certification
- Project Admin Scholar - Digi QC
- Construction Aspects of Formwork
- Ethics in Engineering Practice

ACHIEVEMENT DETAIL

- Managed all 22 projects for a major US client as the single point of contact, building strong trust.
- Consistently delivered timely updates and high-quality outputs, resulting in repeat business.
- Successfully coordinated multiple teams and stakeholders, ensuring smooth delivery for clients.
- Undertaking a research paper on "The impact of workplace spirituality on sustainable construction practices and project outcomes"