

ROLL NUMBER: P25700525**Om Rajesh Chaurasia**
Male**DOB**

01-Mar-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera

PERMANENT ADDRESS

Room No. 5, Ashok Bhavan, M D
Road, Opp Power House, Kandivali
East
City: Mumbai Suburban
State: Maharashtra
Pincode: 400101

LANGUAGE

- English
- Hindi
- Marathi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	7.83	2027
Graduation	THAKUR COLLEGE OF ENGINEERING & TECHNOLOGY	75.27	2022-Jun
Intermediate	MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION	67.23	2018-May
High School	MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION	80.4	2016-Jun

WORK EXPERIENCE (3 Years 0 Months)**Shreeji Sharan Group Of Companies**

13-Jun-2022 - 13-Jun-2025

3 Years, 0 Months, 0 Days**PROFILE:** Junior Engineer

Civil engineer with three years of experience in residential projects, specializing in project execution, project monitoring, quality compliance, quantity measurements, stakeholder coordination, progress reporting and DPR tracking.

- Progress Monitoring & Reporting
Prepared and reviewed Daily Progress Reports (DPRs), tracked milestones, flagged delays and dashboard updates for management review.
- Site Execution
Conducted on-site monitoring and execution of daily civil activities ensuring adherence to approved drawings, RCC quality parameters and safety standards.
- Cost, Billing & Compliance
Verified BOQ quantities and measurement sheets, checked contractor RA & final bills, ensured compliance with contract terms, approved rates, and budget provisions; supported documentation for interim and final certifications.
- Risk Identification
Identified on-site risks, quality deviations, safety non-compliances and escalated them early to project managers along with supporting evidence and recommended corrective actions.
- Stakeholder Coordination
Coordinated with contractors, consultants, MEP, architectural and structural teams to ensure interface alignment and timely closure of queries.
- Technical Documentation & Controls
Ensured documentation of material test reports, quality checklists, concrete pour cards, and compliance records aligned with project audit requirements.
- Monitoring RMC, Quality & Checklists
Monitored RMC plant batching operations, verified mix design compliance, and ensured adherence to casting checklists before approvals.
- Dashboard & Project Review Support
Assisted project managers in preparing monthly project review data covering progress, productivity, and resource utilization.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 17 Weeks)**SACHIN GUPTA BUILDCON PVT. LTD.**

01-Dec-2021 - 31-Jan-2022

8 Weeks**PROFILE:** JUNIOR ENGINEER

Worked as an intern on the Mumbai Elevated Metro Project, assisting in coordination, site supervision, and execution support across various project disciplines.

- **Site Execution and Supervision**
Assisted in daily site execution of structural and finishing activities. Ensured work was carried out as per drawings, specifications, and quality standards under the supervision of the project engineer.
- **Coordination and Communication**
Collaborated with the Project Manager, contractors, and labor teams to maintain workflow continuity, resolve site-level issues, and ensure timely progress of activities.
- **Project Billing and Quantity Verification**
Supported preparation of contractor bills by measuring executed quantities and verifying against BOQ and drawings, ensuring accuracy in documentation and approvals.
- **Material Inspection and Quality Checking**
Checked incoming materials like cement, sand, and steel for compliance with quality parameters. Maintained quality control records and coordinated with vendors for timely supply.
- **Progress Reporting and Documentation**
Prepared Daily Progress Reports (DPRs), tracked on-site activities, and assisted in updating project status for management review and schedule tracking.

SOBHA LIMITED

11-May-2026 - 13-Jul-2026

9 Weeks**PROFILE:** Planning

- Tracked hard finishes progress to ensure alignment with project schedules and milestones.
- Performed quantity take-offs (QTO) and verified executed quantities for accurate progress measurement and cost control.
- Monitored daily site activities to support timely project execution and productivity.
- Ensured compliance with safety regulations, quality standards, and project specifications.
- Prepared progress updates and supported project planning and reporting activities.

CERTIFICATION DETAIL

- Maharashtra State Certificate in Information Technology
- Extension Work Team