

ROLL NUMBER: P25700692

Mounika Kurma

Female

DOB

04-Oct-2002

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- Adobe Photoshop
- canva

PERMANENT ADDRESS

F - 603, VTP BELAIR,
 BLUEWATERS TOWNSHIP, PUNE,
 MAHARASHTRA
 City: Pune
 State: Maharashtra
 Pincode: 411045

LANGUAGE

- TELUGU
- ENGLISH
- HINDI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	7.39	2027
Graduation	CHRIST (DEEMED TO BE UNIVERSITY), BANGALORE, KARNATAKA	67.07	2024-Jun
Intermediate	BOARD OF INTERMEDIATE EDUCATION, ANDHRA PRADESH	74.2	2020-Jun
High School	COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS (CISCE), NEW DELHI	72.5	2018-May

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 47 Weeks)
Manipal Health Enterprises Private Limited

11-Dec-2023 - 11-Jul-2024

30 Weeks
PROFILE: Project Management & Project Controls

1. Prepared and maintained daily progress reports to track execution and timelines.
2. Coordinated with site engineers for real-time updates on progress, delays, and site requirements.
3. Supported cost analysis and procurement activities through BOQ and vendor estimate comparisons.
4. Gained exposure to hospital construction including structural, MEP, finishing, fire safety, and HSE standards.
5. Assisted in preparation of purchase orders, comparative statements, and vendor follow-ups.
6. Developed understanding of project coordination, progress monitoring, and multi-team execution.

S V Associates

15-May-2023 - 14-Jun-2023

4 Weeks
PROFILE: Site Execution + Control

1. Supported site team during formwork setup and reinforcement inspection prior to concreting.
2. Monitored slab casting, curing practices, and masonry works.
3. Checked levels and alignment using basic surveying tools.
4. Assisted in site coordination, measurements, and quality monitoring.

S V K CONSTRUCTIONS

27-May-2022 - 25-Jun-2022

4 Weeks
PROFILE: Site Execution + Control

1. Supported slab, column, and beam execution including reinforcement placement and concreting works.
2. Coordinated centering, shuttering, and formwork activities ensuring proper alignment.
3. Monitored masonry, plastering, and finishing works for quality compliance.
4. Maintained site measurement records and daily activity updates.
5. Coordinated with vendors for timely material delivery and site requirements.
6. Followed site safety procedures and conducted basic quality checks using standard tools.

Kamala Farms

04-May-2026 - 04-Jul-2026

8 Weeks
PROFILE: Project Operations Intern

- Prepared Bills of Quantities (BOQs) and quantity estimates.
- Performed cost estimation for a multi-commodity cold storage project.
- Collected material quotations and pricing details from vendors.
- Compared vendor quotations for cost estimation.
- Prepared project reports and technical documentation.
- Maintained estimation records and project data using Microsoft Excel.