

ROLL NUMBER: P25701047**Melvin Mathew**

Male

DOB

12-Dec-2000

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- 3DS MAX
- REVIT ARCHITECTURE
- BIM

PERMANENT ADDRESS

KELAMPARAMBIL HOUSE
,UDAYAMPEROOR P O, _x000D_
ERNAKULAM.
City: Ernakulam
State: Kerala
Pincode: 682307

LANGUAGE

- English
- Malayalam and Hindi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University, Pune	8.98	2027
Graduation	MUTHOOT INSTITUTE OF TECHNOLOGY AND SCIENCE, ERNAKULAM.	80	2023-Jun
Intermediate	CENTRAL BOARD OF SECONDARY EDUCATION, ERNAKULAM	83.8	2019-May
High School	CENTRAL BOARD OF SECONDARY EDUCATION, ERNAKULAM	95	2017-Jun

WORK EXPERIENCE (1 Year 0 Months)**KERALA INDUSTRIAL & TECHNICAL CONSULTANCY ORGANISATION Ltd**

18-Sep-2023 - 17-Sep-2024

0 Years, 11 Months, 30 Days**PROFILE:** GRADUATE APPRENTICE

I was part of the execution team for the "Development of Rice Technology Park" in Alappuzha.

- My role involved close collaboration with contractors, vendors, consultants, and the client to manage daily progress, resolve site issues, and maintain quality control.
- Site Supervision & Coordination: Monitored daily construction activities to ensure adherence to schedule, specifications, and safety.
- Quality Assurance & Control: Ensured work was executed as per quality standards and project specifications.
- Documentation & Reporting: Maintained site records including Daily Progress Reports, Daily Manpower Details, Steel & cement register, cube register & inspection checklists.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 9 Weeks)**Sobha Limited**

11-May-2026 - 13-Jul-2026

9 Weeks**PROFILE:** Project Management Intern

- Assisted in understanding and following the organizational structure and project management practices implemented at Sobha Limited.
- Supported the planning and costing team by studying project scheduling, budgeting, and cost control activities of project.
- Monitored and documented the execution sequence of major site activities and work packages to ensure compliance with project schedules.
- Coordinated with the procurement and site teams to understand material flow, inventory management, and timely availability of construction materials.

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CERTIFICATION DETAIL

- NPTEL Online Certification
- Master in Building Design

ACHIEVEMENT DETAIL

â€œDeveloped Automated Rain gauge which automatically collect rainfall data and qualified for final round of Darshana IGNITE 2022 All Kerala Innovation Challenge.