

ROLL NUMBER: P25701077**Shourya Singh**
Female**DOB**

31-Oct-2001

TECHNICAL SKILLS

- MS Project

PERMANENT ADDRESS

Rzf-1 Street 1, Mahavir Enclave
Palam, Sec - 1, Dwarka, Delhi -
110045
City: South West Delhi
State: Delhi
Pincode: 110045

LANGUAGE

- English
- Hindi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University, Pune	8.35	2027
Graduation	BHARATI VIDYAPEETH COLLEGE OF ENGINEERING, PUNE	84	2022-Jul
Intermediate	CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI	77.6	2018-Mar
High School	CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI	85.5	2016-Feb

WORK EXPERIENCE (2 Years 8 Months)**Janaadhar Ind Pvt Ltd**

02-Aug-2022 - 11-Apr-2025

2 Years, 8 Months, 9 Days**PROFILE:** Assistant Planning Engineer

Assistant Planning Engineer (Aug 2022 – Apr 2025)

1. Project Lifecycle Management: Supported end-to-end planning and monitoring for large-scale infrastructure and building projects across all execution phases.
2. Data Validation & Analysis: Prepared and tracked Daily Progress Reports (DPRs) and Daily Labour Reports (DLRs), conducting variance analysis against baseline schedules using MS Project.
3. Financial & Cost Control: Assisted in quantity take-offs, Bill of Quantities (BOQ), and material reconciliation to support rigorous cost control and progress monitoring.
4. Strategic Reporting: Developed MIS dashboards and periodic management reports to enable data-driven decision-making and project transparency.
5. Risk Mitigation: Coordinated with cross-functional teams and vendors to validate site data, identify potential project risks, and flag schedule deviations for executive review.
6. Information Management: Maintained drawing control and document integrity using Protrak and Trimble, ensuring version control across the project lifecycle.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 14 Weeks)**SHANGHAI TUNNEL ENGINEERING COMPANY LTD.**

01-Sep-2021 - 13-Oct-2021

6 Weeks**PROFILE:** INTERN

Shanghai Tunnel Engineering Co. Ltd – Construction Management Intern

Delhi – Meerut RRTS (Sep – Oct 2021)

Supported planning and execution teams on large-scale underground infrastructure projects (guide walls, diaphragm walls, struts).

Assisted in construction sequencing analysis, understanding schedule dependencies and critical activities.

Contributed to quantity take-offs, BOQs, and BBS for structural components.

Observed safety, quality, and daily progress reporting frameworks on a live infrastructure project.

Coordinated with engineers to understand project lifecycle challenges and execution risks.

Mace Project & Cost Management Pvt. Ltd

08-May-2026 - 04-Jul-2026

8 Weeks**PROFILE:** Project Management Intern

MBA-APM | MBA in Advanced Project Management

- Analyzed commercial contracts to evaluate scope, contractual obligations, and commercial risks across multiple construction work packages.
- Assisted in commercial planning through BOQ analysis, projected cash flow estimation, and contract documentation review.
- Supported risk assessment by preparing a mitigation matrix for the phased OC/FNOC handover strategy.
- Worked closely with commercial and project teams to understand contract administration, stakeholder coordination, and project governance.

- Gained exposure to quality assurance processes and large-scale project delivery through site inspections and quality walkthroughs.