

ROLL NUMBER: P25701085**Kshitij Niranjana Kanade**
Male**DOB**

06-Dec-2002

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- Market Research & Site Feasibility Support
- Vendor & Channel Coordination
- Data Collection & Documentation for Due Diligence
- Report Preparation & Site Notes

PERMANENT ADDRESS

Deulwada,near Ballaleshwar
Temple,Pali, Tal-Sudhagad, Dist-
Raigad
City: Raigad
State: Maharashtra
Pincode: 410205

LANGUAGE

- ENGLISH
- HINDI AND MARATHI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University, Pune	7.66	2027
Graduation	JSPM NTC, PUNE	66.2	2024-Jul
Diploma	Y.B PATIL POLYTECHNIC, AKURDI	87.11	2021-Aug
High School	CBSE NAGOTHANE MAHARSHTRA	60.04	2025-May

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 13 Weeks)**SBP INFRA**

04-Dec-2022 - 03-Jan-2023

4 Weeks**PROFILE:** Intern " Assistant Engineer

Supported site operations and coordination for infrastructure works, interacting with engineers, vendors, and supervisors.

Assisted in manpower planning and daily productivity tracking, ensuring alignment with project timelines.

Prepared daily progress reports and site notes, contributing inputs for planning and decision-making.

Maintained material inventory records and coordinated material inflow/outflow to support cost control.

Assisted in vendor coordination and material rate comparison, supporting preliminary business development and cost feasibility activities.

Collected and organized project-related documents and data useful for initial due diligence and internal reviews.

Gained hands-on exposure to site visits, stakeholder coordination, and on-ground market dynamics.

D'quor Spaces

05-May-2026 - 05-Jul-2026

8 Weeks**PROFILE:** Project-Coordinator

Assisted in the coordination and execution of multiple residential construction projects, ensuring alignment with project schedules, quality standards, and client requirements.

Monitored project progress against planned milestones, identified schedule deviations, and submitted periodic progress reports to facilitate timely decision-making.

Conducted site inspections to verify compliance with approved drawings, specifications, and established quality standards across civil and finishing activities.

Coordinated with contractors, subcontractors, consultants, and vendors to streamline site operations and resolve execution-related issues.

Maintained comprehensive project documentation, including progress trackers, site reports, inspection records, and milestone updates using Microsoft Excel and Word.

Assisted in monitoring construction activities such as RCC works, masonry, plastering, waterproofing, plumbing, electrical, flooring, painting, glazing, and final finishing works.

Participated in project review meetings, providing status updates, highlighting critical risks, and supporting corrective action planning.

Supported project handover activities through quality inspections, snag identification, punch list tracking, and verification of completed works.

Contributed to improving project visibility by developing standardized progress tracking sheets and reporting formats for management review.

Ensured effective communication among project stakeholders, facilitating smooth coordination between site teams and management.

CERTIFICATION DETAIL

- Auto cad and revit

ACHIEVEMENT DETAIL

- Awarded for Acting Excellence at **Firodia Karandak 2023**, a prestigious intercollegiate theatre competition.
- Awarded at Purushottam Karandak 2024, demonstrating strong communication, presentation skills, confidence, and collaborative teamwork.