

ROLL NUMBER: P25701100

Aakanksha Maharaj

Female

DOB

04-Jan-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- Familiar with BIM interface.
- Familiar with Rivet interface

PERMANENT ADDRESS

 C 403, Ispatika Apartments, Plot
 Number 29, Sector 4, Dwarka
 110078

City: West Delhi

State: Delhi

Pincode: 110078

LANGUAGE

- English and Hindi

INTERESTS

- Painting
- Playing Badminton
- Listening to music
- Dancing
- Baking

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University, Pune	9.11	2027
Graduation	AMITY SCHOOL OF ENGINEERING AND TECHNOLOGY, NOIDA, UTTAR PRADESH	84.3	2022-May
Intermediate	CBSE, NEW DELHI	91.2	2018-Mar
High School	CBSE, NEW DELHI	95	2016-Mar

WORK EXPERIENCE (2 Years 11 Months)
Adaniconnex

01-Aug-2022 - 05-Jul-2025

2 Years, 11 Months, 4 Days
PROFILE: Assistant Manager

â€¢ GET (August 2022-December 2022)

Construction and maintenance of multiple facilities inside site premises - Occupational Health Centre, Training Centre, Labour Canteen and an alternate G+2 Building facility. It was all PEB construction and was made fully functional within 3 months.

My responsibilities included:

1. Coordinating with vendors to get jobs done on time and up to quality standards.
2. To ensure each, and every task/ activity is commencing as per schedule and material delivery timelines are on track.
3. To track progress and flag issues before they became actual problems.
4. Ensuring site safety was a shared responsibility, and I actively identified and helped rectify any unsafe practices before allowing work to continue, Updating Gensuite Daily.

â€¢ Senior Engineer (January 2023- April 2023)

I was part of the civil execution team, responsible for overseeing the completion of both substructure and superstructure works for one of the major global Hyperscaler (Capacity of Data centre â€” 50 MW). This included foundations, plinth beams, grade slabs, shear walls, columns, staircases, and shafts. Since the project involved PEB (Pre-Engineered Building) construction, structural steel work was also a key component.

My responsibilities included:

1. Tracking construction progress and updating the daily progress tracker.
2. Monitoring activity schedules and material delivery timelines, raising flags in case of delays or issues.
3. In charge of preparing Minutes of Meetings (MOMs).
4. Additionally, I accompanied quality personnel to verify reinforcement and shuttering details before concreting, as part of the Request for Inspection (RFI) process.
5. Ensuring site safety was a shared responsibility, and I actively identified and helped rectify any unsafe practices before allowing work to continue, updating Gensuite daily.
6. I also led Daily Activity Briefing Sessions (DABS), which was conducted using DataScope software.

â€¢ Assistant Manager (May 2023-July 2025)

I was responsible for the complete interior works package for a 50MW data center facility. This scope included the installation of drywall partitions, false ceilings, flooring, fire-rated doors, fire sealant applications, furniture, and other interior finishes. The building was designed to meet 2-hour fire-resistance requirements.

My responsibilities included:

1. Overseeing the execution, coordination, quality control, and safety compliance for all interior work.
2. Tracking material deliveries, activity schedules, and progress of each task within the package to ensure timely completion.

3. Coordinating closely with multiple stakeholders “ including the Design, MEP, Testing & Commissioning, and Operations teams, as well as all vendors, consultants, and the client “ to ensure alignment across functions.
4. Preparing MOPs for working in operational facility.
5. Leading Daily Activity Briefing Sessions (DABS) to communicate plans and avoid any on site clash of task.
6. Addressing all civil related snag points ensuring completion and handover of project work.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 5 Weeks)

L&T

20-May-2021 - 30-Jun-2021

5 Weeks**PROFILE: INTERN**

I worked as an intern with planning and coordination team in Dwarka Expressway project, where my roles and responsibilities were:

1. To take daily progress updates and provide the same to RM.
2. To inquire about issues on site and highlight to RM in case of any issue.
3. To visit site and learn about project features and technicalities.

ACHIEVEMENT DETAIL

Secured 100% scholarship in Amity University and continued it for 3 years.