

ROLL NUMBER: P25700750**Palak Hitesh Vithlani**

Female

DOB

27-Dec-2002

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- SketchUp
- Photoshop

PERMANENT ADDRESS

Tilak Society, Veraval
City: Gir Somnath
State: Gujarat
Pincode: 362266

LANGUAGE

- English
- Hindi
- Gujarati

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.92	2027
Graduation	L.J.SCHOOL OF ARCHITECTURE, AHMEDABAD	68.9	2025-Jul
Intermediate	NIOS	60.6	2020-Jun
High School	THE ADITYA BIRLA PUBLIC SCHOOL, VERAVAL	86.4	2018-Jun

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 40 Weeks)**ARCHIMEDES CONSULTANT PVT LTD**

13-Jan-2025 - 17-Apr-2025

13 Weeks**PROFILE: INTERN**

Interning at Archimedes, a specialized hospital design firm, gave me valuable exposure to the complexities of healthcare architecture.

- Assisted in interior material selection and development of design mock-ups.
- Developed understanding of functional zoning, circulation, hygiene, safety, and user comfort in healthcare spaces.

TRANQUIL , THE DESIGN WAVE

01-Jun-2023 - 14-Oct-2023

19 Weeks**PROFILE: INTERN**

My internship at Tranquil “ The Design Wave offered me the opportunity to engage with a wide spectrum of projects.

- Assisted in design development, 3D visualization (SketchUp, Lumion, Enscape), and working drawings (AutoCAD).
- Involved in concept-to-execution translation, spatial planning, detailing, and project coordination.

BHAJAN INFRATECH PVT. LTD.

04-May-2026 - 27-Jun-2026

7 Weeks**PROFILE: Project Manager Intern**

During my two-month internship at Bhajan InfraTech Pvt. Ltd., I gained practical exposure to various stages of railway infrastructure project management , supporting consultancy activities from tendering and DPR preparation to planning, coordination, estimation of Railway Over Bridge (ROB) projects.

Key Responsibilities :

- Assisted in planning and coordination of Railway Over Bridge (ROB) projects.
- Gained exposure to project lifecycle from tender award to execution.
- Aquired knowledge of DPR preparation,railway consultancy processes,and project planning.
- Gained practical exposure to railway bridge construction methodologies and site execution practices.
- Developed a project coordination structure for multi-location teams.
- Participated in ROB project estimation and documentation.
- Assisted in drone survey activities and gained practical knowledge of their application in infrastructure projects.
- Supported stakeholder coordination,project monitoring and progress tracking.

CERTIFICATION DETAIL

- AI in Project Management
- Agile Project Management Foundation
- Power BI Essential Training, by Gini von Courter
- Construction Finance Fundamentals
- Project Management: Energy and Water Projects