

ROLL NUMBER: P24700707**Mr. Tanay Vijay Kapse**
Male**DOB**

30-Dec-2002

TECHNICAL SKILLS

- AutoCAD
- MS Project
- Primavera
- Revit

PERMANENT ADDRESS

8/3,Sudhavihar Apartment ,Wanjari
Nagar ,Nagpur
City: Nagpur
State: Maharashtra
Pincode: 440003

LANGUAGE

- ENGLISH
- HINDI
- MARATHI

INTERESTS

- Photography
- Chess
- Video Editing

Profile Verification Status

- 10th Marksheet/Certificate is not verified.
- 12th Marksheet/Certificate is not verified.
- Graduation Marksheet/Certificate is not verified.
- Aadhar Card is not verified.
- PAN Card is not verified.

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	NA	2026
Graduation	RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY	64.4	2024-May
Intermediate	NAGPUR,MAHARASHTRA	71.8	2020-Feb
High School	NAGPUR,MAHARASHTRA	74.8	2018-Mar

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 24 Weeks)**DR. SWAPNIL WANJARI (ASSOCIATE PROFESSOR AT VNIT NAGPUR)**

01-Jan-2024 - 30-Apr-2024

17 Weeks**PROFILE: TRAINEE AND SITE ENGINEER**

- Assisted in project coordination, ensuring seamless communication between team members and stakeholders.
- Worked collaboratively with colleagues on the planning and execution of an **Urban mass housing** project.
- Conducting **Structural Analysis** to ensure the stability and durability of structure.
- Performing **Regular Inspections**, Tests And Reports to ensure all components meet required standards.
- Performing basic **Quality Control** inspections of materials and workmanship.
- Ensuring the job site follows **Health and safety legislation** and sustainability policies
- Preparing **Site reports and logging progress** to ensure the project is moving forward as planned.

Impact Infraheights Pvt. Ltd.

12-May-2025 - 05-Jul-2025

7 Weeks**PROFILE: Procurement team and Project Coordinator**

- Coordinated with site engineers and project managers to assess and fulfill material requirements in a **Timely and Cost-effective manner**.
- **Sourced and Procured** construction materials, tools, and equipment from approved vendors, ensuring compliance to quality and budget constraints.
- Prepared purchase orders, negotiated with suppliers, and ensured timely delivery to avoid project delays
- Maintained updated vendor records and built strong supplier relationships for continuous supply chain efficiency
- Monitored site progress and ensured execution as per structural drawings and specifications. Supervised on-site labor activities and contractor work, ensuring compliance with **Quality and safety standards**.
- Maintained Daily progress reports, material inventory logs, and site documentation.
- Handled **Coordination** between purchase and site teams to track material usage and control wastage.

- Conducted **Quality checks** on received materials and ensured proper storage and handling at the site.
- Resolved on-site execution challenges and procurement issues to ensure smooth workflow and timely project delivery.