

ROLL NUMBER: P25700315

Ms. Utkarsha Kavitate
Female

DOB

30-Sep-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- SolidWorks (Basics)
- Technical Documentation & Reporting

PERMANENT ADDRESS

LAVISH VILLA SOCIETY, MANJARI
BUDRUK
City: Pune
State: Maharashtra
Pincode: 412307

LANGUAGE

- Marathi
- English
- Hindi.

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.23	2027
Graduation	SAVITRIBAI PHULE PUNE UNIVERSITY	79.75	2023-Jul
Intermediate	NAGPUR, MAHARASHTRA	71.8	2019-May
High School	NAGPUR, MAHARASHTRA	84.7	2017-Jun

TOTAL WORK EXPERIENCE: 20 month(s)**Knest Manufacturers Pvt. Ltd.**

01-Jul-2023 - 21-Oct-2024

1 Years, 3 Months, 20 Days**PROFILE:** Design Engineer

- Conducted quality checks on **fabrication drawings**, ensuring compliance with standards - relevant for reviewing project records and documentation during **delay/quantum analysis**.
- Coordinated design strategies with fabrication teams, **improving feasibility** - reflects understanding of project intent and execution logic for schedule interpretation.
- Modified designs for **Mivan shuttering** elements, **minimizing fabrication risks** - supports skills in **identifying risks, disruptions, and technical deviations**.
- Led design standardization processes, reducing material waste - aligns with analyzing productivity loss and material-related claims.
- Contributed to daily progress tracking and report preparation - directly useful for retrospective **delay analysis, event-log review, and claims documentation**.

Abhikalpan Construction Solutions Pvt. Ltd.

16-Dec-2024 - 02-May-2025

0 Years, 4 Months, 16 Days**PROFILE:** Intermediate Design Engineer

- Prepared detailed drawings for **aluminum formwork** systems, showcasing strong technical understanding - helpful for comprehending technical evidence during arbitration and claims.
- Coordinated with **design, manufacturing, procurement, and structural teams** - experience relevant to evaluating correspondence, responsibilities, and contractual obligations.
- Performed calculations for formwork accessories verifying **load-bearing capacity** - supports analytical mindset needed for quantifying **delay impacts and cost effects**. Collaborated with engineers/clients to resolve technical queries - strengthens ability to understand cause-and-effect relationships in disputes.
- Tracked project schedules, monitored progress, and identified risks - direct alignment with critical path identification, **delay assessment, and EOT claim** foundations.
- Coordinated multidisciplinary execution and ensured timely delivery - valuable for understanding **planned vs. actual timelines**.
- Knowledge of **Mivan formwork** components - useful for evaluating construction methodologies in dispute cases.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 13 Weeks)**Masin Projects Pvt. Ltd.**

04-May-2026 - 04-Jul-2026

8 Weeks**PROFILE:** Intern - Delay Analysis

- Supported **delay analysis** and **claims management** for large- scale engineering projects.

- Assisted in **schedule analysis, critical path assessment, and Extension of Time (EOT)** evaluations.
- Conducted **delay analysis and critical path assessment** using **Primavera P6**, including review of project milestones and schedule activities.
- Prepared **As-Planned vs. As-Built progress analysis** using client DPR data and progress calculations in **Microsoft Excel**.
- Developed **project progress curves and technical visualizations** to support delay-analysis and reporting activities.
- Analysed **previous delay reports, project correspondence, schedules, footnotes, and exhibits** to establish event chronology and supporting evidence.
- Supported **technical report preparation** through document classification, exhibit identification, data processing, and analytical chart preparation.
- Gained practical exposure to **FIDIC contracts, SCL Protocol, AACE guidelines**, and project controls.

Ajwani Infrastructure Pvt. Ltd.

15-Jan-2022 - 17-Feb-2022

4 Weeks
PROFILE: Intern

- Assisted in supervising daily construction work - useful for understanding **site conditions** referenced in delay claims.
- Supported material quality checks - relevant when analyzing **defective material disputes**.
- Recorded measurements and material usage - experience aligns with **daily log reviews and retrospective analysis**.
- Learned safety practices - important for understanding **safety-driven delays**.
- Supported progress monitoring and basic reporting - beneficial for assessing **timeline deviations**.
- Observed execution as per drawings - useful for identifying **non-compliance issues**.

CERTIFICATION DETAIL

- Finance for Non-Financial Managers
- Data Analysis
- The Construction Management Industry and Profession
- Introduction to Risk Management
- Construction Project Management
- Excel Skills for Business: Essentials
- Optimization Methods in Asset Management
- Construction Cost Estimating and Cost Control

ACHIEVEMENT DETAIL

- Elected as **House Captain**, demonstrating strong leadership and ability to inspire and motivate peer groups toward common organizational objectives.
- Managed responsibilities including coordination of house activities, maintenance of discipline standards, and driving engagement in cultural, sports, and charity initiatives.

POSITION OF RESPONSIBILITIES

- **Coordinator - Placements and Industry Relations**, 2026-27 at NICMAR University, Pune.
- **Coordinator - Summer Internships and Corporate Relations**, 2025-26 at NICMAR University, Pune.