

ROLL NUMBER: P25700556**Ms. POOJITHA SAI BASATI**

Female

DOB

23-Oct-2003

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- Power BI

PERMANENT ADDRESS

1-48/2 Seetha Gardens, Sanivarapu
Peta 534003 Eluru, Andhra Pradesh
City: Eluru

State: Andhra Pradesh
Pincode: 534003

LANGUAGE

- Telugu
- English
- Hindi

INTERESTS

- Cooking
- Reading Books
- Singing

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.33	2027
B.Tech <i>Civil Engineering</i>	ACHARYA NAGARJUNA UNIVERSITY	74.67	2024-Jun
Intermediate <i>Science (PCM)</i>	BOARD OF INTERMEDIATE EDUCATION , ANDHRA PRADESH INDIA	89.9	2020-Jun
High School	BOARD OF SECONDARY EDUCATION ANDHRA PRADESH, INDIA	100	2018-Apr

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 25 Weeks)**GODREJ PROPERTIES LTD.**

15-May-2026 - 15-Jul-2026

8 Weeks**PROFILE: OPERATIONS INTERN**

Worked as an **Operations Intern at Godrej Properties** on the **Godrej Athenq – Phase 2 Structure Stage**, a project with **185 Cr potential collection value for FY28**. Gained cross-functional exposure to **Site Execution, Planning, Costing & Budgeting, Contracts & Procurement, Quality, and Safety**, including scheduling, BOQ quantity estimation, rate analysis, and site operations.

- **Site Execution** - Monitored RCC and finishing work sequences, manpower productivity, and site operations, while identifying execution challenges related to labour, billing, procurement, planning, and quality.
- **Costing & Budgeting** - Performed quantity estimation for assigned BOQs with specifications and developed an understanding of project budgeting and cost-control practices.
- **Contracts & Procurement** - Gained exposure to contractual clauses, rate analysis, procurement processes, and commercial aspects of assigned BOQ items.
- **Quality & Safety** - Studied quality and safety as key Operations functions and assessed on-site operational challenges to identify improvement opportunities.
- **Planning** - Prepared project schedules for assigned project cycles, understood activity sequencing, manpower productivity, and required project timelines using planning practices.
- **Operations & Project Management** - Worked across all major Operations sub-functions - **Execution, Planning, Costing & Budgeting, Contracts & Procurement, Safety, and Quality** - with a focus on identifying site-level challenges and developing solutions supported by improvement metrics.

SV ASSOCIATES PATTABHIPURAM, GUNTUR 522006

08-Jan-2024 - 01-May-2024

16 Weeks**PROFILE: PLANNING & DESIGNING**

- **Technical Drawings & Documentation:** Developed and updated drawings, layouts, and project documentation using AutoCAD.
- **Project Coordination:** Coordinated with engineers, architects, contractors, and stakeholders to resolve technical issues.

- **Quantity & Material Planning:** Assisted in quantity assessment, material planning, and design optimization.
- **Project Monitoring & Reporting:** Maintained documentation, revision control, progress tracking, and reports using MS Excel and PowerPoint.
- **Planning & Process Improvement:** Supported schedule monitoring, progress evaluation, corrective actions, and operational efficiency initiatives.

CERTIFICATION DETAIL

- Audit and Due diligence foundations by LinkedIn Learning
- Introduction to Business Valuation by LinkedIn Learning
- Financial Modelling and forecasting financial statements by LinkedIn Learning
- Power BI Top Skills by LinkedIn Learning
- Excel Skills for Business: Essentials | Macquarie University
- Data Analysis | Coursera

ACHIEVEMENT DETAIL

- Completed the 'C' Certificate in NCC in the 10 Andhra girls battalion (Army Wing) in 2024, demonstrating leadership, discipline, physical fitness, and commitment to service through advanced military training and participation in national-level camps and activities.

Study on Strength Characteristics of Porous Concrete:

- This study investigated the strength, permeability, and void ratio of porous concrete. It also evaluated the effects of fly ash, calcium carbonate, and superplasticizers on the mix's performance.
- The study involved preparing multiple mix designs and conducting laboratory tests, which enhanced the development of strong data analysis and documentation skills.
- Additionally, the study provided knowledge on preparing and reviewing reports, summaries, and technical observations, which are valuable for claim documentation, evidence compilation, and analytical reporting.

POSITIONS OF RESPONSIBILITIES

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