

ROLL NUMBER: D25700030



Mr. Vr Harsha Vardhan
Male

Mobile Number: 9182944089

DOB

06-Sep-1999

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project

PERMANENT ADDRESS

22/85 Gate Streeet ,gate Puttur,
Puttur
City: Sri Balaji
State: Andhra Pradesh
Pincode: 124508

LANGUAGE

- ENGLISH
- TELUGU
- TAMIL
- KANNADA
- HINDI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
PGDM-ACM	NICMAR Institute of Construction Management and Research, Delhi-NCR	0.00	2027
B.E. <i>Civil Engineering</i>	SCSVMV	71.91	2021-Apr
Intermediate <i>Science (PCM)</i>	BOARD OF INTERMEDAITE EDUCATION ANDHRA PRADESH	53.8	2017-Mar
High School	BOARD OF SECONDARY EDUCATION ANDHRAPRADESH	67	2015-May

TOTAL WORK EXPERIENCE: 28 month(s)

Ojasviha Design & Construction

24-Mar-2023 - 26-Jul-2025

2 Years, 4 Months, 2 Days

PROFILE: Site Engineer

- Executed RCC, structural, interior fit-out, and finishing works, including HVAC, flooring, false ceilings, furniture, partitions, and external façade works such as ACP cladding, aluminium and glass installations, and curtain wall glazing, in compliance with approved drawings, specifications, and method statements.
- Supervised daily site activities and coordinated with subcontractors, site engineers, and supervisors to ensure proper work sequencing and adherence to the approved construction schedule.
- Collected and consolidated daily site progress data from execution teams and subcontractors; monitored planned versus actual progress and identified schedule deviations, critical delays, and potential bottlenecks.
- Prepared Daily, Weekly, and Monthly Progress Reports (DPR, WPR, and MPR), providing site-level inputs for delay analysis, progress monitoring, and recovery planning.
- Assisted the Planning Engineer in preparing short-term and look-ahead schedules to align site activities with project milestones, resource requirements, and delivery targets.
- Managed procurement activities through direct vendor coordination, material inspections, quotation evaluation, and commercial negotiations to ensure cost efficiency and timely material delivery.
- Prepared and verified Bills of Quantities (BOQs) and Running Account (RA) Bills; performed quantity tracking and quantity surveying to ensure alignment between executed quantities, billing, and planning records.
- Supervised labour teams and subcontractor activities, conducted quality inspections, and ensured compliance with approved designs, technical specifications, quality standards, and site safety requirements.
- Coordinated with contractors, vendors, consultants, and clients to resolve site issues, facilitate timely decisions, maintain workflow continuity, and support timely project completion.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 13 Weeks)

ANJ Group

15-May-2026 - 15-Aug-2026

13 Weeks

PROFILE: Project Management Trainee

Roles & Responsibilities

Project Coordinator

ANJ Turnkey Projects Pvt. Ltd. | Bengaluru, India

Client: EY | **PMC:** JLL | **Design Consultant:** E-Solutions

- Supported **project planning, scheduling, and progress monitoring** using MS Project (MSP), including activity sequencing, duration tracking, progress updates, and schedule revisions.
- Coordinated the execution and progress monitoring of **Civil, MEP, Interior, and allied works** for a live commercial fit-out project.
- Prepared and maintained **DPRs, weekly progress reports, MOMs, action trackers, checklists, and closure trackers**, ensuring responsibility allocation, target-date monitoring, follow-up, and timely closure.
- Coordinated with **Client, PMC, consultants, vendors, subcontractors, and internal teams** for execution, approvals, technical clarifications, issue resolution, and corrective actions.
- Supported **quantity verification, BOQ reconciliation, material planning, procurement coordination, material tracking, and billing support**.
- Managed **MAR/MIR, shop drawing trackers, TDS, WMS, and material trackers**, monitoring submissions, reviews, approvals, inspections, procurement, deliveries, and site availability.
- Conducted **scope-of-work and quality inspections** against approved drawings, specifications, and project requirements to identify gaps, deviations, and pending works.
- Assisted in **snag and site observation management**, including documentation, responsibility allocation, rectification follow-up, and closure tracking.
- Prepared **Look & Feel vs. Actual Site reports** and project presentations to compare approved design intent with actual site execution and identify discrepancies.
- Supported **project documentation, stakeholder coordination, quality monitoring, safety procedures, and project closure activities** throughout the project lifecycle.