

ROLL NUMBER: D26600001



Mr. ANKIT SAHU

Male

Mobile Number: 9810457325

DOB

25-Dec-1999

TECHNICAL SKILLS

- MS OFFICE
- MS PROJECT

PERMANENT ADDRESS

C-232 Gali No.8 Wazirabad Village
Delhi-110084
City: North Delhi
State: Delhi
Pincode: 110084

LANGUAGE

- English
- Hindi

INTERESTS

- Hiking
- workout
- Music
- cricket

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
PGCM-QSCM	NICMAR Institute of Construction Management and Research, Delhi-NCR	NA	2027
B.Tech <i>Civil Engineering</i>	LOVELY PROFESSIONAL UNIVERSITY	70.50	2021-Jun
Diploma	PUSA INSTITUTE OF TECHNOLOGY	67.86	2018-Jun
High School	CBSE DELHI	72.2	2015-Mar

TOTAL WORK EXPERIENCE: 60 month(s)

Vindhya Telelinks Limited

01-Nov-2022 - 31-Aug-2026

3 Years, 9 Months, 30 Days

PROFILE: Billing & Planning

- Managed **Client and Subcontractor Billing**, including quantity verification, measurement sheets, and timely bill submission.
- Prepared **Rate Analysis** and verified executed quantities as per BOQ, drawings, and site measurements.
- Handled **billing projections, planning, and micro-schedule preparation** with regular progress tracking.
- Conducted **material reconciliation** and monitored material requirements and consumption.
- Coordinated with **Site Manager, client, consultants, subcontractors, and site teams** for smooth project execution.
- Forecasted **material, plant, manpower, and subcontractor requirements** based on project progress.
- Participated in **client/inspection meetings** and coordinated necessary inspections and approvals.

Gayatri Projects Limited

22-Nov-2021 - 29-Oct-2022

0 Years, 11 Months, 7 Days

PROFILE: Billing & Planning

- Prepared daily progress reports to track project execution and ensure timely reporting to management.
- Conducted rate analysis for civil works to support accurate costing and budgeting.
- Managed client billing and sub-contractor billing processes.
- Handled client billing projection and planning
- Carried out reconciliation of materials to monitor consumption, minimize wastage, and maintain inventory accuracy.

Velji Ratna Sorathia Pvt. Ltd

02-Aug-2021 - 10-Nov-2021

0 Years, 3 Months, 8 Days

PROFILE: Site Engineer

- Supervised day-to-day construction activities on site, ensuring work progressed as per approved drawings, specifications, and project schedules.
- Conducted quality checks and inspections to ensure construction work complied with required codes and specifications.
- Prepared and submitted daily, weekly, and monthly progress reports to track work completion against planned timelines.

ACHIEVEMENT DETAIL

- Received an Appreciation Letter (October 2025) for outstanding performance in Billing & Planning, recognizing accuracy, timely submission, and effective management of billing activities.
- Promoted to Assistant Manager in January 2025 in recognition of strong performance and consistent delivery on project execution.