

ROLL NUMBER: P25700077**Mr. Nishant Manoj Gupta**
Male**DOB**

23-Dec-2000

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- Revit

PERMANENT ADDRESS

E-52, JHAROKHA 2, AKURLI
ROAD, KANDIVALI EAST
City: Mumbai Suburban
State: Maharashtra
Pincode: 400101

LANGUAGE

- ENGLISH
- HINDI
- MARATHI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	7.87	2027
Graduation	MUMBAI UNIVERSITY	73.56	2023-May
Diploma	THAKUR POLYTECHNIC, MAHARASHTRA	81.68	2020-Nov
Intermediate	HIGHER SECONDARY CERTIFICATE (HSC), MAHARASHTRA STATE	54.77	2018-Feb
High School	SECONDARY SCHOOL CERTIFICATE (SSC), MAHARASHTRA STATE	82	2016-Mar

TOTAL WORK EXPERIENCE: 17 month(s)**Kalpataru**

02-Jan-2024 - 14-Jun-2025

1 Years, 5 Months, 12 Days**PROFILE:** Execution

1. I monitored work progress for a G+22 residential tower against structural and architectural drawings, conducting quantity checks and material tracking to optimize resource utilization.
2. I also enforced quality and safety standards through regular inspections, hands-on support, and compliance audits, minimizing risks and defects.
3. I also assisted in project planning while learning the basic fundamentals of Microsoft Project, while sequencing activities with the help of my senior planning engineers.
4. Prepared and reported site updates, including progress metrics and challenges, to senior engineers and project managers for informed decision-making.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 21 Weeks)**Shraddha Enterprises**

15-May-2019 - 25-Jun-2019

5 Weeks**PROFILE:** Project Intern

1. I assisted site engineers in basic construction supervision for residential building (G+7) execution, observing and supporting day-to-day site activities to ensure smooth operations.
2. Developed proficiency in reading and interpreting structural and architectural drawings, applying knowledge to support on-site execution.
3. Prepared Daily Progress Reports (DPR) and assisted in material reconciliation and labor tracking to monitor project schedules.

Shreeji Sharan

01-Jun-2022 - 30-Jun-2022

4 Weeks**PROFILE:** Project Intern

1. I maintained accurate site records, including daily logs, progress reports, and inventory updates, contributing to effective project documentation.
2. I have observed and supported adherence to safety protocols, identifying potential hazards and promoting a secure work environment during construction activities.
3. Gained hands-on exposure to construction processes, site coordination, and fundamentals of civil project execution through active participation alongside site engineers.
4. Participated in regular site safety walkthroughs and toolbox talks, ensuring strict adherence to EHS (Environmental Health and Safety) protocols on site.

Shreeji Sharan

08-Dec-2022 - 31-Dec-2022

3 Weeks**PROFILE:** Project Intern

1. Participated in inspecting formwork, reinforcement placement, and concrete curing activities, ensuring compliance with structural standards.
2. Shadowed experienced engineers to gain insights into project planning, sequencing, and on-site workflow optimization for efficient execution.
3. Assisted in measuring site work quantities and reconciling with Bill of Quantities (BOQ), supporting accurate cost tracking and progress reporting.
4. Aided in material tracking and inventory management, verifying quantities and availability to prevent delays and optimize resource use.

Shreeji Sharan

04-May-2026 - 06-Jul-2026

9 Weeks**PROFILE:** Project Controls

1. Planning Management: Assisted the project controls team in developing, updating, and monitoring baseline schedules (WBS) for different activities in the project to track baseline progress against actual execution.
2. Variance & Progress Analysis: Tracked daily and weekly work progress on-site, maintaining DPR to evaluate schedule and cost performance metrics.
3. Risk & Change Management: Documented variations and potential site delays, assisting in impact assessments to ensure timely mitigation strategies were communicated across project teams.
4. Cross-Functional Coordination: Coordinated between site execution teams, procurement, and billing functions to streamline data flow, verify quantities, and facilitate accurate progress
5. Resource Optimization & Productivity Tracking: Assisted in monitoring site resource deployment (labor, equipment, and material consumption rates) against planned productivity norms to identify bottlenecks and optimize productivity across active work fronts.
6. Reporting & Dashboards: Compiled quantitative data to prepare weekly and monthly progress reports and milestone tracking documentation for senior management and project leads.

CERTIFICATION DETAIL

- Autodesk Certified Professional: AutoCAD for Design and Drafting Exam Prep