

ROLL NUMBER: P25700298



Ms. Sejal Rathod  
Female

DOB

11-Jun-2002

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- lumion
- Vray
- Sketchup
- Revit
- html
- css
- MS Excel

PERMANENT ADDRESS

N-12 D 52 / 2 T.V Centre , Hudco ,  
Near Sambhaji Statue Chhatrapati  
Sambhaji Nagar  
Maharashtra,431001 8956224681  
City: Aurangabad  
State: Maharashtra  
Pincode: 431003

LANGUAGE

- ENGLISH
- HINDI
- MARATHI

INTERESTS

- Dancing

SUMMARY OF QUALIFICATION

| Course / Programme                   | Board / University Name                      | CGPA/ (%) | Passing Year |
|--------------------------------------|----------------------------------------------|-----------|--------------|
| MBA-ACM                              | NICMAR University, Pune                      | 7.92      | 2027         |
| B.Tech<br><i>Civil Engineering</i>   | DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY | 71.53     | 2024-May     |
| Intermediate<br><i>Science (PCM)</i> | HSC MAHARASHTRA                              | 66.92     | 2020-Feb     |
| High School                          | SSC MAHARASHTRA                              | 90.2      | 2018-Mar     |

TOTAL WORK EXPERIENCE: 4 month(s)

PrimaVerse IDC LLP

20-May-2024 - 30-Sep-2024

0 Years, 4 Months, 10 Days

PROFILE: Junior Civil Engineer

Drawing Setup: Performed page setup, title block insertion, and layout configuration for engineering drawings as per project standards.

Pipeline Drafting: Inserted and modeled various utility pipelines, including sanitary sewer lines, stormwater drains, and water mains, ensuring correct alignment, slope, and connectivity.

3D Modeling: Assisted in generating and editing 3D surface models, alignments, and profiles within Civil 3D for site and utility works.

Quality & Standards: Ensured that all drawings adhered to company drafting standards, layer management, and file naming conventions.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 29 Weeks)

GVPR Engineers Limited

01-Dec-2022 - 30-Apr-2023

21 Weeks

PROFILE: Intern

Survey Work, Plan Execution Work, Working Process of Components & Understanding to read structural drawing.

Impact Infraheight Pvt. Ltd.

11-May-2026 - 11-Jul-2026

8 Weeks

PROFILE: Procurement Intern

- Issued purchase orders (POs) and managed commercial negotiations with vendors to secure competitive rates for project materials.
- Handled end-to-end bill processing and invoice certification, performing three-way checks against POs, Goods Receipt Notes (GRN), and Material Receipt Notes (MRN) to prevent overbilling.
- Resolved inventory and billing discrepancies between site records and vendor claims, keeping project spend accurate and on track.
- Worked directly with site teams, vendors, and project managers to resolve delivery delays and ensure contract terms were met on time.

CERTIFICATION DETAIL

- Construction Practice On-site
- Professional Diploma In Civil CAD
- Ethics in Engineering Practice

- Finance For Non-Financial Manager

**ACHIEVEMENT DETAIL**

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1. Designed an Elevated Surface Reservoir in compliance with MJP guidelines , approved by Maharashtra Jeevan Pradhikaran (MJP).[<https://l1nk.dev/blLq>]
2. Second Runner-Up , Bridge Mania Inter-College Bridge Design Competition involving conceptual design and structural evaluation.
3. First Runner-up , (Firodiya Karandak, Purushotam Karandak).
4. Was part of web development team & NGO (Light Samvedna), affiliated with IIT Kharagpur.