

ROLL NUMBER: P25700079



Mr. Tejas Sarjerao Solunke
Male

DOB

23-Feb-2003

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- Staad Pro

PERMANENT ADDRESS

BANER
City: Pune
State: Maharashtra
Pincode: 411045

LANGUAGE

- MARATHI
- HINDI
- ENGLISH

Profile Verification Status

- Certification details are not verified.

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.15	2027
Graduation	SAVITRIBAI PHULE PUNE UNIVERSITY	68.59	2025-May
Intermediate	MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION, PUNE	81.17	2021-Apr
High School	MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION, PUNE	80.8	2019-Mar

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 12 Weeks)

Box Office Space

04-May-2026 - 04-Jul-2026

8 Weeks

PROFILE: Execution Intern

- **Site Monitoring & Reporting** – Conduct regular site visits, maintain daily progress reports, and capture photo documentation of work status.
- **Project Execution Support** – Assist in understanding drawings and BOQ, support site readiness, and track work progress against timelines.
- **Vendor Coordination** – Coordinate with vendors for work updates, follow up on pending activities, and highlight delays to the reporting manager.
- **Quality & Snag Tracking** – Prepare and track snag lists, monitor closure status, and support basic quality checks as per drawings.
- **Measurement & BOQ Tracking** – Assist in joint measurements, compare BOQ vs actual work, and support billing-related documentation.
- **Site Documentation & Records** – Maintain site diary, execution reports, and organize all project-related data and documentation.
- **Cross-Functional Coordination** – Work closely with purchase, design, and project teams to ensure smooth execution and timely completion.
- **Execution Reporting** – Maintain updated trackers for progress, delays, and measurements; submit daily/weekly execution updates.

Mudra Realities

12-Jun-2024 - 12-Jul-2024

4 Weeks

PROFILE: Site Engineer

- **Project Execution & Construction Management** – Worked with the Sr.Site Engineer in day-to-day project execution, ensuring construction activities followed drawings, specifications, and safety standards.
- **Site Construction** – Worked on a G+7 residential and commercial building, gaining practical exposure to foundation, RCC, masonry, and superstructure works.
- **Site Monitoring & Coordination** – Monitored daily site activities, coordinated with contractors and labour teams, and supported progress tracking to meet project timelines.
- **Material & Inventory Management** – Managed site inventory, including material receipt, storage, issuance, and consumption tracking to minimize wastage and maintain uninterrupted workflow.

- **Quality & Work Monitoring** – Supported basic quality checks and monitored construction activities to ensure work was executed as per drawings and specifications.
- **Site Documentation & Records** – Maintained material records, daily activity reports, and basic site documentation to support smooth project operations.
- **Labour & Contractor Coordination** – Coordinated with labour teams and contractors regarding daily work activities, requirements, and progress.
- **Progress Reporting** – Supported daily progress tracking and maintained updates on ongoing construction activities to assist in project monitoring

CERTIFICATION DETAIL

- Finance for Non-Financial Managers
- Ethics in Engineering Practice
- Construction Equipment Maintenance & Safety
- Data Analysis