

ROLL NUMBER: P25701112

Ms. Sakshi Rakesh Shah

Female

DOB

05-Mar-2000

TECHNICAL SKILLS

- Autodesk AutoCAD | Power BI | ERP | MS Office | MS Project | Primavera | Autodesk Revit | Sketchup | Enscape | Rhinoceros 3D | Adobe Photoshop | Tally ERP 9

PERMANENT ADDRESS

803, Raj Vaibhav Tower, K.T. Soni Marg, Mahavir Nagar, Kandivali-w, Mumbai-67.

City: Mumbai Suburban

State: Maharashtra

Pincode: 400067

LANGUAGE

- ENGLISH
- HINDI
- GUJARATI
- MARATHI

INTERESTS

- Photography and video editing
- Volunteering and mentoring
- Reading books

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University, Pune	7.93	2027
B.Arch. <i>Architecture Design & Planning</i>	UNIVERSITY OF MUMBAI	67.57	2023-Apr
Intermediate <i>Science (PCM)</i>	MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER EDUCATION, PUNE	64.77	2018-Feb
High School	MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION, PUNE	84	2016-Mar

TOTAL WORK EXPERIENCE: 25 month(s)
A.S.Designs

05-Jun-2023 - 30-Jun-2025

2 Years, 0 Months, 25 Days
PROFILE: Associate Architect

During my tenure, I worked simultaneously on **four residential redevelopment projects** in Bandra (Mumbai), executed for Rustomjee, where our firm provided architectural consultancy services. My key responsibilities included -

- Developing **feasibility-based architectural floor plans, and presentation drawings** for society and developer presentations using **AutoCAD**.
- Preparing **detailed working drawings, Good for Construction (GFC) and finishing drawings**, while conducting **regular site visits** to monitor construction progress, ensure design compliance, and support execution.
- Developing 3D architectural models using AutoCAD, SketchUp and Revit for design development, visualization, and client presentations, while **tracking conceptual modelling and drawing schedules through Autodesk BIM 360**.
- Gaining practical exposure to **IGBC, sustainable design principles, and green building strategies** through live commercial green projects across Mumbai.
- Contributing to the firm's **business development and marketing initiatives** by proposing **branding strategies and creating marketing content** to enhance the company's professional presence.

This experience strengthened my expertise in **architectural design, construction documentation, site coordination, BIM coordination, design visualization, sustainable design (IGBC), client communication and project coordination**.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 48 Weeks)
Agami Realty

18-May-2026 - 12-Jul-2026

7 Weeks
PROFILE: Business Development Intern

During my internship at Agami Realty, I worked majorly on two **high-end residential redevelopment projects** in Bandra, Mumbai, where my key responsibilities included:

- Conducting **tender studies** and analyzing tender documents according to DCPR to support upcoming **project bids**.
- Developing **floor plans and presentation layouts** for society meetings and redevelopment proposals.

MBA-APM | MBA in Advanced Project Management

- Performing **market analysis** for premium residential redevelopment projects across Mumbai to support **bidding strategies** and **project positioning**.
- Researching **WELL and IGBC** to identify sustainable design strategies and value-added features for residential developments.
- Conducting **competitive benchmarking, feasibility analysis, and industry research, utilizing the Ansoff Matrix** to support strategic project positioning and business development initiatives.
- Gaining exposure to the **end-to-end residential redevelopment lifecycle, including market positioning, bidding, concept development, planning, and execution.**
- Monitoring **project schedules, milestones, and deliverables** using **MS Project** to ensure timely progress.
- Preparing and maintaining a **vendor database** to support **procurement planning** and upcoming project requirements.

This experience strengthened my expertise in **business development, market analysis, feasibility studies, tendering, strategic planning, sustainable development (WELL & IGBC), project planning, stakeholder coordination and real estate project management.**

S.P. SHEVADE & ASSOCIATES

13-Dec-2021 - 31-May-2022

24 Weeks
PROFILE: Architectural Intern

During my Internship at Project Management Consultancy (PMC) Firm, I worked on various **Residential Redevelopment projects**. My key responsibilities included -

- Preparing **tender documents, tender comparisons and project documentation** for housing societies and redevelopment projects.
- Designing and developing **architectural floor plans based on feasibility studies**, along with preparing **sections, elevations and presentation drawings** for residential redevelopment using **AutoCAD**.
- Reviewing and checking **liaisoning drawings** to ensure compliance with **project requirements, approvals and development regulations.**
- Creating **detailed 3D models** and architectural visualizations using **SketchUp, Revit and Lumion** for design development and presentation purposes.
- Gaining **practical exposure to DCPR norms, feasibility analysis, FSI calculations and redevelopment planning.**

This experience strengthened my expertise in **residential redevelopment planning, feasibility analysis, tendering, liaisoning and DCPR regulations.**

Estilo Designs

08-Jul-2021 - 08-Aug-2021

4 Weeks
PROFILE: Interior Design Intern

During my Internship, I worked on a **Residential Bungalow Project** where my responsibilities included -

- Attending **online client meetings** to understand client lifestyle, preferences, functional requirements, and **project expectations** for delivering personalized design solutions.
- Creating **concept presentations, moodboards and material palettes** using **MS PowerPoint, Canva, SketchUp and Enscape** to effectively communicate design vision and aesthetics.
- Preparing **detailed working drawings** for bedrooms and kitchen using **AutoCAD** to support accurate planning and smooth project execution.

- Assisting in **BOQ preparation, quantity estimation, material planning and project schedules using MS Excel** for tracking project stages and deliverables.
- Contributing to the firm's **marketing strategy** by creating engaging **social media posts, reels, and blogs** to enhance brand visibility and audience engagement.

This experience strengthened my skills in **residential interior design, space planning, technical documentation, design visualization, client coordination, project scheduling, project management, material planning and creative marketing.**

TEJAS GURAV ARCHITECTS

05-Jun-2021 - 10-Sep-2021

13 Weeks

PROFILE: Architectural Intern

During my Internship, I was working on a **Commercial Interior Project** where my responsibilities included -

- Researching the latest interior materials, finishes and market rates using **MS Excel** to support **material selection and budgeting decisions.**
- Understanding **joinery details** and preparing **detailed technical and working drawings** using **AutoCAD** for accurate on-site implementation.
- Attending online **client meetings** to discuss **project progress**, understand requirements, and aligning design solutions with client expectations.

This experience enhanced my understanding of **commercial interiors, technical detailing, material knowledge, execution workflows and client coordination** in real-world projects.

CERTIFICATION DETAIL

- Indian Green Building Council Certification

ACHIEVEMENT DETAIL

I've successfully completed the Indian Green Building Council (IGBC) Professional course, gaining foundational knowledge in sustainable design principles, green building rating systems, and eco-friendly construction materials. The course also provided valuable skills for contributing to projects that prioritize ecological responsibility and resource efficiency.