

ROLL NUMBER: P25700594

Ms. Shriya Bagaria

Female

DOB

23-Nov-2000

TECHNICAL SKILLS

- AutoCAD
- MS Project
- Report Writing
- MS Excel
- Sketchup

PERMANENT ADDRESS

C-9, Third Floor, Power Emperia
 Rise, Laluram Colony, TP Nagar
 City: Korba
 State: Chhattisgarh
 Pincode: 495677

LANGUAGE

- English
- Hindi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.05	2027
B.Arch. <i>Bachelor of Architecture</i>	RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY	66.3	2023-Jun
Intermediate <i>Science (PCM)</i>	CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI	71.8	2018-May
High School	CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI	91.2	2016-May

TOTAL WORK EXPERIENCE: 5 month(s)
Homelane

11-Feb-2025 - 09-Jul-2025

0 Years, 4 Months, 28 Days
PROFILE: Design Associate

- Applied analytical, coordination and documentation skills across **space planning, cost estimation, proposal preparation, site measurements** and **project documentation** for residential interior projects.
- Assisted in preparation of **area statements, quantity take-offs, basic BOQs and cost sheets** for interiors and fit-out works supported pricing inputs for client proposals using MS Excel.
- Prepared **AutoCAD layouts, technical drawings, services coordination drawings, build case- study sheets** and proposal slides linking design options to **cost, schedule** and maintained drawing revisions.
- Supported development of proposal drawings, presentation decks and quotation packages linking design options with cost and execution considerations.
- Assisted in **material selection, finish schedules** and **specification sheets**, compared alternatives based on **cost, durability** and availability.
- Coordinated with **project managers, internal design teams, sales team, quality control team, vendors and contractors**. Raised **RFQs for pricing, tracked responses, supported approval workflows** and assisted in closing technical and commercial queries.
- Coordinated with **suppliers, fabricators** and contractors for **material specifications, budgetary pricing, lead times** and execution clarifications.
- Conducted **site measurements, drawing-to-site verification, progress checks and basic quality inspections** documented observations and deviations.
- Participated in **client meetings, pitch discussions** and review sessions to capture requirements and incorporate feedback into technical documents.
- Maintained organized **BOQ files, quotations, drawings, clients and project records** for internal tracking, follow ups and audits.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 35 Weeks)
Ahluwalia Contracts India Limited

04-May-2026 - 04-Jul-2026

8 Weeks
PROFILE: Summer Intern

- Reviewed construction contracts, **LOIs/LOAs** and key commercial clauses including **BG, retention, mobilisation advance and LD**.
- Assisted in project **budgeting** and **cost monitoring** through **AOP, Zero Budget, Rolling Budget and Cash Budget analysis**.
- Prepared **MIS reports** including **Actual vs Budget, BEP, Staff Productivity and RA Bill monitoring**.

- Assisted in commercial claims involving **price escalation, force majeure, variations, project suspension** and additional **mobilisation advance**.
- Verified **claim quantities**, rates, **cost schedules** and supporting documentation for claim substantiation.
- Prepared/reviewed contractual correspondence related to **Labour Escalation, Force Majeure and EOT claims**.
- Conducted site visits to understand **project execution, billing, procurement, quality control** and **coordination** between project teams.

Scarlett Design Private Limited

01-Jul-2022 - 22-Oct-2022

16 Weeks
PROFILE: Architectural Intern

- Supported architectural documentation for **government** and **luxury projects**
- Prepared **AutoCAD** drawings, **working drawings** and submission drawings as per applicable development regulations and tender requirements.
- Assisted in **area statements, FAR calculations** and **compliance checks** against local building bye-laws.
- Coordinated with internal teams for incorporation of statutory comments, revisions, and approval requirements.
- Developed **3D views** and presentation visuals for design communication.

Design Cell

12-Mar-2022 - 31-May-2022

11 Weeks
PROFILE: Architectural Intern

- Supported **concept-to-working drawing development** using **AutoCAD** for residential projects.
- Assisted in data collection from clients, requirement gathering and preparation of design briefs.
- Prepared **architectural layouts, floor plans, sections and basic construction details**.
- Assisted in **space planning, area calculations** and functional zoning for **preliminary feasibility inputs**.
- Maintained organized drawing sets, revisions and **documentation** for **internal coordination**.

ACHIEVEMENT DETAIL

- Worked on the art direction and set design of Netflix film and reality shows, gaining experience in large-scale production and creative project execution, including projects for brands like Maruti Suzuki, Vivo etc
- Finalist Solar Decathlon, India, 2021-2022
- Secured 2nd Position (All India)- NASA HUDCO Trophy (2020)- Affordable rental housing for migrants; focused on residential typologies, user needs, and housing behavior.
- Secured best city mapping (Nagpur) using GIS software- NASA (2020)