

ROLL NUMBER: P25700602

Ms. Riya Singh
Female

DOB

16-Dec-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- Ms excel
- QGIS
- Google earth Pro
- Primavera
- Costx
- Advanced BIM

PERMANENT ADDRESS

WHITE HOUSE PG HINJEWADI
PHASE 1
City: Pune
State: Maharashtra
Pincode: 411057

LANGUAGE

- ENGLISH AND HINDI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.54	2027
B.Tech <i>Civil Engineering</i>	RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL	85.2	2023-May
Intermediate <i>Science (PCM)</i>	CENTRAL BOARD OF SECONDARY EDUCATION	71	2019-May
High School	BOARD OF SECONDARY EDUCATION, MADHYA PRADESH, BHOPAL	64	2017-Mar

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 9 Weeks)**Primark associate**

03-May-2026 - 07-Jul-2026

9 Weeks**PROFILE:** Project coordination and management

- Assisted in **Quantity Surveying, Quantity Take-Off, and Cost Estimation** for residential and commercial construction projects.
- Supported **site execution and construction monitoring**, ensuring work was carried out according to project drawings and specifications.
- Coordinated with **site engineers, contractors, and project teams** to monitor project progress and resolve site issues.
- Prepared and verified **BOQs (Bill of Quantities), material quantity calculations, and project documentation.**
- Gained practical exposure to **project coordination, quality monitoring, and construction management** while working on multiple projects in Pune.

ACHIEVEMENT DETAIL

- Won Gold Medal at Interstate Basketball Competition, 2018
- Co-founder: Vishwas ek nayi soch
-We worked on education , healthcare and livelihood in remote village and urban slums of Bhopal. We have successfully completed a govt. project for spreading awareness among people of Narsingpur District(M.P.).