

ROLL NUMBER: P25702130

Mr. Varudev Singh

Male

DOB

30-Aug-2003

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera

PERMANENT ADDRESS

34 D Vijay Mandal Enclave Kalu Sarai
 City: South West Delhi
 State: Delhi
 Pincode: 110016

LANGUAGE

- HINDI
- ENGLISH

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-REUIM	NICMAR University, Pune	8.03	2027
B.E. <i>Civil Engineering</i>	THAPAR INSTITUTE OF ENGINEERING AND TECHNOLOGY	64.3	2025-Jul
Intermediate	NEW DELHI	91.2	2021-Jul
High School	NEW DELHI	80.6	2019-May

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 8 Weeks)
Emaar Properties

04-May-2026 - 03-Jul-2026

8 Weeks
PROFILE: Project Planning Intern

- Assisted the Project Planning team in preparing and monitoring project schedules.
- Learned to use project planning tools such as Microsoft Project (MS Project) and Primavera P6 for scheduling activities.
- Helped track project progress against planned timelines and milestones.
- Collected and updated project data, including work progress and resource information.
- Supported the preparation of monthly progress reports.
- Coordinated with site engineers, project managers, and other departments to gather project updates.
- Maintained project planning documents, reports, and records.
- Participated in project review meetings and prepared meeting notes when required.
- Gained knowledge of construction project planning, scheduling techniques, and project lifecycle management.
- Learned about resource allocation, work breakdown structures (WBS), and project monitoring practices.
- Ensured project documentation was organized and updated according to company standards.