

ROLL NUMBER: H2550015



Ms. Hafsa Siddiqua
Female

Mobile Number: 8712569702

DOB

05-Aug-2001

TECHNICAL SKILLS

- MS Project
- Primavera
- Power BI
- Tabelu
- BIM
- Sketchup
- V-Ray
- Enscape
- Revit
- AutoCAD
- MS Office
- Advanced Excel

PERMANENT ADDRESS

16-2-750/36,SAIDABAD,
HYDERABAD
City: Hyderabad
State: Telangana
Pincode: 500059

LANGUAGE

- English
- Hindi
- Telugu

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University of Construction Studies, Hyderabad,Telangana	9.08	2027
B.Arch. <i>Architecture</i>	JAWAHARLAL NEHRU ARCHITECTURE AND FINE ARTS UNIVERSITY	71.63	2024-Jul
Intermediate <i>Other</i>	TELANGANA STATE BOARD OF INTERMEDIATE EDUCATION	80	2019-Apr
High School	BOARD OF SECONDARY EDUCATION :TELANGANA STATE	83.6	2017-May

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 90 Weeks)

Shapoorji Pallonji And Company Private Limited

18-May-2026 - 18-Jul-2026

8 Weeks

PROFILE: Project Management Intern

• Project: Google Hyderabad HGU Campus

- Assisted the Planning & Scheduling team in preparing and updating project schedules and monitoring project progress.
- Assisted in the preparation and review of Bills of Quantities (BOQs) for various project activities, ensuring accurate quantity assessment and alignment with project requirements.
- Performed reconciliation of bills, quantities, and measurements to ensure accuracy, identify discrepancies, and verify billing details against project records.
- Assisted in the reconciliation, preparation, and verification of bills, cross-checking quantities, measurements, and supporting documents for accuracy and consistency.
- Reviewed and coordinated shop drawings, ensuring accurate documentation and effective tracking of their submission, review, and approval status throughout the project.
- Participated in site visits to gain practical exposure to ongoing construction activities, monitor work progress, and understand site execution in relation to project drawings and schedules.
- Assisted in the preparation and reconciliation of client claims for additional works, including quantity verification, measurement checks, and compilation of supporting documentation.
- Supported the team in measurement, rate analysis, and reconciliation of quantities for additional and variation works, along with the preparation of accurate claim documentation.

THE BLUEPRINT COLLECTIVE

02-Apr-2025 - 31-Jul-2025

17 Weeks

PROFILE: JUNIOR ARCHITECT

- Contributed to design development through sketches, and conceptual studies.
- Collaborated with design teams to develop detailed architectural drawings and 3D models using CAD and BIM software..
- Engaged in site visits, coordinating with engineers, contractors, and laborers to execute the work.
- Engaged in meetings with clients and consultants to gather requirements and understand necessary changes.
- Managed project lifecycles, ensuring timely delivery through effective project and construction management.

MBA-APM | MBA in Advanced Project Management

- Facilitated effective communication between clients, contractors, and consultants to align project objectives.
- Reviewed and updated project schedules, ensuring milestones were met within budget constraints.
- Enhanced client satisfaction through tailored design solutions, resulting in repeat business for 3 major projects.

PRATISHTHA

01-Jun-2023 - 10-Mar-2024

40 Weeks

PROFILE: ARCHITECTURAL TRAINEE ASSISTANT

- Prepared conceptual sketches, CAD drawings, and 3D models for villa, bistro and apartments.
- Conducted research on materials, building codes, and design references.
- To conduct site visits and to observe progress and assist in clarifying design details.
- To coordinate with senior architects, engineers, and consultants during design discussions.
- Prepared reports, presentations, and organized project documentation.

AURORA'S DESIGN ACADEMY

05-Jan-2024 - 30-Jun-2024

25 Weeks

PROFILE: ARCHITECTURAL THESIS

POLICE COMPETENCE CENTER.

- Designed a Police Competence Center integrating training, administration, and community facilities.
- Focused on functional planning, security, circulation, and user-oriented design.
- Emphasized sustainability, spatial efficiency, and responsive design solutions.
- Prepared a detailed thesis report, architectural drawings, presentation sheets, 3D visualizations, and a physical model.
- Strengthened skills in space planning, design development, technical documentation, 3D modeling, and model making.
- Enhanced communication and design presentation skills by presenting the project to the jury.

CERTIFICATION DETAIL

- LUMION
- MS OFFICE
- V-RAY
- AUTOCAD
- SKETCHUP, V-RAY, PHOTOSHOP

ACHIEVEMENT DETAIL

EDUCATIONAL ACHIEVEMENTS:

- Awarded Merit Scholarship at NICMAR for academic Excellence.
- I achieved third place in the university rankings of Semester 1.
- Represented college in National Association of Students of Architecture, contributing to design ideas and presentation.
- Contributed to workshops on urban design, and outdoor collaborative spaces.
- Awarded by Idare-e-Urdu for contributing to urdu literature.
- Represented school in science Fair, showcasing innovative ideas and scientific curiosity.

CULTURAL ACHIEVEMENTS:

- Awarded certificate by Idara-e-Adabiyat-e-Urdu for poetry recitation.
- Secured third position in Mushaira at inter college level.
- Participated in English literature clubs, volunteered, and helped organize events, which enhanced my interpersonal and organizational skills.