

ROLL NUMBER: P25700315

**Ms. Utkarsha Kavitate**

Female

DOB

30-Sep-2001

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- CostX
- Revit
- Civil3D
- SolidWorks (Basics)
- Technical Documentation & Reporting

PERMANENT ADDRESSLAVISH VILLA SOCIETY, MANJARI
BUDRUK

City: Pune

State: Maharashtra

Pincode: 412307

LANGUAGE

- Marathi
- English
- Hindi.

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.23	2027
B.E. <i>Civil Engineering</i>	SAVITRIBAI PHULE PUNE UNIVERSITY	79.75	2023-Jul
Intermediate	NAGPUR, MAHARASHTRA	71.8	2019-May
High School	NAGPUR, MAHARASHTRA	84.7	2017-Jun

TOTAL WORK EXPERIENCE: 20 month(s)**Knest Manufacturers Pvt. Ltd.**

01-Jul-2023 - 21-Oct-2024

1 Years, 3 Months, 20 Days**PROFILE:** Design Engineer

- Conducted **QA/QC checks on fabrication drawings**, verifying dimensional accuracy, design compliance, and consistency with project specifications and technical standards.
- Coordinated with **design and fabrication teams** to resolve technical discrepancies and align design intent with **site execution and fabrication requirements**.
- Reviewed and modified **Mivan shuttering design elements** based on fabrication constraints, addressing **feasibility issues and execution risks**.
- Supported **design standardization** of fabrication elements to improve material utilization, minimize wastage, and enhance **execution efficiency**.
- Monitored **project progress reports** against planned activities and maintained execution records to support **progress tracking and schedule assessment**.
- Analysed **technical drawings, design revisions, and execution requirements** to identify potential **technical deviations, execution constraints, and project disruptions**.
- Coordinated with cross-functional teams to investigate **design-fabrication interfaces**, resolve technical issues, and maintain continuity of project activities.
- Maintained and reviewed **project records, technical documentation, and progress data** to support **event chronology, delay assessment, and claims documentation**.

Abhikalpan Construction Solutions Pvt. Ltd.

16-Dec-2024 - 02-May-2025

0 Years, 4 Months, 16 Days**PROFILE:** Intermediate Design Engineer

- Prepared **detailed fabrication drawings for aluminium formwork systems**, covering component detailing and assembly requirements for project execution.
- Coordinated with **project stakeholders** to address drawing requirements, material dependencies, and technical issues, ensuring smooth project execution and timely resolution of site requirements.
- Performed **calculations for formwork accessories**, validating component adequacy against specified loading requirements.
- Tracked **project schedules and progress reports**, reviewing activity status against planned timelines and identifying potential **execution risks and schedule deviations**.
- Coordinated **multidisciplinary execution activities** to support timely delivery and maintain alignment between design interfaces, procurement, and site requirements.
- Developed practical knowledge of **Mivan formwork systems**, including formwork components, fabrication methodology, assembly requirements, and their application in construction projects to support **EOT and claims documentation**.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 12 Weeks)
Masin Projects Pvt. Ltd.

04-May-2026 - 04-Jul-2026

8 Weeks
PROFILE: Intern - Delay Analysis

- Supported **consulting assignments in delay analysis and claims management** for large-scale engineering projects, contributing to project performance assessment and deliverables.
- Performed **schedule analysis, critical path assessment, and Extension of Time (EOT) evaluations** to assess project delays and their schedule impact.
- Reviewed and updated Project Performance Baseline using **Primavera (P6)** to analyse **Schedule Performance and Delay Assessment**.
- Conducted **As-Planned vs. As-Built progress analysis** using client DPR data and **Microsoft Excel** to identify planned-versus-actual progress and schedule variances.
- Developed **project progress curves, analytical charts, and technical visualizations** to support project analysis, delay assessment, and consulting reports.
- Reviewed and analysed **delay reports, project correspondence, schedules, and contractual exhibits** to establish event chronology and organize supporting evidence.
- Supported **technical report preparation** through document classification, exhibit identification, data processing, analytical chart preparation, and consolidation of project information.
- Coordinated with **clients and stakeholders** to resolve queries, clarify project-related information, and maintain alignment on **key requirements and deliverables**.
- Gained practical exposure to **FIDIC contracts, SCL Delay and Disruption Protocol, AACE guidelines, and project controls** while supporting delay and claims-related consulting assignments.

Ajwani Infrastructure Pvt. Ltd.

15-Jan-2022 - 17-Feb-2022

4 Weeks
PROFILE: Intern

- Assisted in supervising **daily construction activities**, gaining practical exposure to site conditions, execution constraints, and activity sequencing.
- Supported **quality and compliance checks** of construction materials against project specifications and applicable requirements.
- Recorded **site measurements, material consumption, and activity quantities** to maintain accurate project documentation and support progress assessment.
- Tracked **activity-wise progress** and supported project reporting to identify deviations from planned timelines.
- Maintained **daily site records and execution logs**, documenting progress, material usage, and relevant site observations.
- Observed **construction methodologies, activity sequencing, and interdependencies** to understand their impact on overall project progress.
- Supported coordination of **site activities and material requirements**, helping ensure availability of resources for planned construction work.

CERTIFICATION DETAIL

- Finance for Non-Financial Managers
- Data Analysis
- The Construction Management Industry and Profession
- Introduction to Risk Management
- Construction Project Management
- Excel Skills for Business: Essentials
- Optimization Methods in Asset Management
- Construction Cost Estimating and Cost Control

ACHIEVEMENT DETAIL

- **House Captain (School):** Led and coordinated house activities, maintained discipline, and encouraged participation in **sports, cultural, and charity initiatives**.
- **Class Representative (Graduation):** Coordinated between **students and faculty**, communicated academic updates, addressed student concerns, and supported **college events and activities**.

POSITION OF RESPONSIBILITIES

- **Coordinator - Placements and Industry Relations**, 2026-27 at NICMAR University, Pune.
- **Coordinator - Summer Internships and Corporate Relations**, 2025-26 at NICMAR University, Pune.