

ROLL NUMBER: P25700641


Mr. Alok Kumar
Male

DOB

31-May-2000

TECHNICAL SKILLS

- MS Office
- MS Project
- Presentation Skill
- Excellent Communication
- Ability to work under pressure
- Willingness to travel for project requirements

PERMANENT ADDRESS

Hanuman Colony, Near Primary School, Ramnagar Road, Kashipur
 City: Udham Singh Nagar
 State: Uttarakhand
 Pincode: 244713

LANGUAGE

- English
- Hindi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	7.36	2027
B.Tech <i>Civil Engineering</i>	TEERTHANKAR MAHAVIR UNIVERSITY	71.05	2023-Jul
Intermediate	BOARD OF SCHOOL EDUCATION UTTARAKHAND	63.2	2017-May
High School	BOARD OF SCHOOL EDUCATION UTTARAKHAND	76.6	2015-May

TOTAL WORK EXPERIENCE: 21 month(s)
Artius Interior Products Private Limited

04-Sep-2023 - 16-Jun-2025

1 Years, 9 Months, 12 Days
PROFILE: Project Engineer

1. Managed end-to-end execution of residential and commercial construction projects, monitoring project schedules, cost parameters, quality standards, and delivery milestones.
2. Developed project schedules, work plans, and activity sequences to monitor progress, manage dependencies, and support timely project completion.
3. Reviewed architectural layouts and technical drawings, coordinated drawing releases, and facilitated communication between architects, contractors, vendors, and site teams.
4. Prepared weekly and monthly progress reports and maintained site monitoring records to communicate project status, outstanding issues, and execution priorities.
5. Monitored project activities, identified schedule risks and execution bottlenecks, and coordinated corrective actions with relevant stakeholders.
6. Coordinated multidisciplinary construction activities involving interiors, MEP, HVAC, procurement, and subcontractors to maintain alignment with project requirements.
7. Conducted site inspections to verify work quality, drawing compliance, safety requirements, and technical specifications.
8. Participated in weekly progress meetings, tracking deliverables, resolving coordination issues, and communicating project updates to stakeholders.

1. Selected Project Experience

- 190 sq. m. High-End Residential Project: Coordinated planning, procurement, site execution, stakeholder activities, and project handover.
- 481 sq. m. Commercial Project: Coordinated civil/interior interfaces, MEP, HVAC, contractor activities, and site execution requirements.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 18 Weeks)
Cherry Hill Interiors Pvt. Ltd.

04-May-2026 - 04-Jul-2026

8 Weeks
PROFILE: Site Execution

1. Assisted the Site Engineer in supervising day-to-day interior fit-out and execution activities.
2. Monitored site progress to ensure work was completed according to approved drawings and project schedules

3. Conducted regular site inspections to ensure quality standards and project specifications were met
4. Maintained daily site progress reports, work logs, and documentation
5. Supported final inspections, snag list preparation, and project handover activities

EMAAR INDIA

11-Jul-2022 - 23-Sep-2022

10 Weeks**PROFILE: INTERN**

1. It was a 3 months internship program and my work was based on Planning-Execution, how to reduce the time, cost and keep track of running project by using IT, (PrimaveraP6).
2. I worked on a new software equivalent to PrimaveraP6 called Temlin which helped in construction projects in many ways including daily updates from site, procurement and Tendering Process (Previously tendering had been Functioned by Build-Supply).
3. Gained exposure to IT-based project controlling.
4. Demonstrated the ability to work under pressure during critical project phases requiring quick turnaround and extended hours.
5. Gained practical exposure to construction workflows, and client-oriented communication within a large real estate organization.

CERTIFICATION DETAIL

- Data, Data, Everywhere
- Foundation of Project Management