

Krutik Telkar

Civil Engineer

Mumbai, Maharashtra | 9137353149 | Krutiktelkar55@gmail.com | 29-07-2000

Objective

Having 3.5 years of Experience in Execution of RCC works, Finishing Works, Waterproofing Work, Concreting Work, Tunneling Work, Drafting, Drawing and Plotting on AutoCAD, Monitoring & Tracking of work. I have learned how to take levels using Auto Level after that What procedure to be Followed while concreting work & how to deals with On-Site problems & Consultant for approval of Concrete Pour Card, Checklist and Quality checking Instruments etc.

Experience

Onycon Infrastructure | JR.Billing & Planning Engineer | Currently Working

- To Monitoring and Tracking the work at Site on daily basis.
- Preparing of Cycle time and Other Reports for Tracking on Daily basis.
- Preparing Subcontractor, Machinery and Labor Bills.
- Preparing of Architectural, Structural Drawing, Site Plan on AutoCAD.
- Preparation of BBS and Steel Consumption Sheet in Excel Format.
- Plotting and Drafting of Surveyor Coordinates on AutoCAD to check and Verify the Coordinates.
- Calculating the Cost of Work and Preparation of Rate Analysis Sheet.

GS PEB & Civil Work PVT LTD | JR.Engineer | Feb2024 – Nov 2024

- To study the drawing & its correctness before issuing for execution.
- Interaction with the concerned Architects & Consultants.
- Co-ordination with Contractor & Sub-Contractor to ensure implementation of project schedule.
- Ensuring the quality of work and monitoring the progress in the terms of Machinery, Material & Manpower.
- Preparation and updating of daily site report.
- Material management to include requisition, receipt & and accounting of material.
- Ensuring the completion of the project activities within time, cost & quality.
- Preparation of Site documentation and work schedule.
- Enforcing quality, safety and QA/QC checklist at site.

Kumar Fabricators | Site Engineer | 2021 - 2023

- Preparing of DDS and DLR on daily basis.
- Preparing of Measurement Sheet and BBS Sheet.
- Calculating Work and material Quantity As per requirement.
- Co-ordination with Senior, and Subcontractor about work progress.
- Maintaining Accurate and up to date records of all work performed on site.

Diyug Developers and Civil Contractors | Intern | Nov 2019 – Dec 2019

- Study various types of Drawing and extraction of Data.
- Coordinating with Subcontractor's, Client and seniors.
- Preparing the documentation and filling of various Project records and Report.
- Inspecting and Supervising about the work and safety.
- Preparing of Work checklist.

Education

Chhatrapati Shivaji Maharaj University

B Tech Civil Engineering | 2024

William Carey University

Diploma in Civil Engineering | 2020

Skills & abilities

- MS Office (e.g. Excel, Word and PowerPoint)
- Bar Bending Schedule (BBS)
- Auto Level
- Projects Execution
- AutoCAD
- Rate Analysis
- Projects Monitoring & Tracking
- Subcontractors Billing

