**MR.SURESH RAJKUMAR YADAV**

**Address-: Beside Swami Samarth Mandir, Sai Nagar, At Post-Varse, Tal-Roha, Dist-Raigad 402116**

**Mob. No. - 7276110283/9766999543** **E-mail ID-:** **sureshryadav72@gmail.com**

**CAREER OBJECTIVE**

Seeking assignment with an leading organization in areas of Operation Management / Process Management / Project Management to leverage acquired experience while allowing me to contribute to the continued growth and success of the organization.

**ACADEMIC QUALIFICATIONS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **Institute/College** | **University/Board** | **Percentage** | **Year Of Passing** |
| DEGREE (CIVIL) | G.M.V.I.TCollege (TALA) | DTE | 5.52CGPA | JULY2018 |
| DIPLOMA (CIVIL) | G.V Acharya polytechnic. (KARJAT) | MSBTE | 61.69% | May2014 |
| S.S.C | Roha Public School (ROHA) | Maharashtra Board | 72.40% | March2010 |
| DIPLOMA IN BUILDING DESIGN | CADD-CENTRE (AMBERNATH) | CADD-CENTRE | COMPLETED | OCT2017 |

**WORK EXPERIENCE**

* **SHREE RADHA CONSTRUCTION PVT LTD. Since NOVEMBER 2018 to till date ( 9 Months) as a Junior Engineer.**

**RESPONSIBILITIES**

* Evaluated overall cost of material, labour subcontractors and tools.
* Preparing and maintaining bills, drawings and project related documents.
* Preparing BOQ, BBS and Project progress report.
* Handle projects and modifications.
* Familiar with Auto-cad 2D, Microsoft Excel & Rivet architect Software.
* Familiar with construction work like RUB-road under bridge, major bridge, minor bridges, culverts, FOB-foot over bridge & piling construction work.
* Handle project work as well as daily maintenance work.
* Work to improve routine maintenance, material availability, complete maintenance, and similar activities to reduce breakdown of work.
* Study & reduce maintenance cost through optimum utilization of resources.
* Met on-site with contract engineers and other employees on regular basis.

**TECHNICAL SKILLS**

* Certificate Course in AUTOCAD 2D & Rivet Architect
* MS Office Excel & internet activities.

**STRENGTH**

* Self motivated, Focus on Quality, Target oriented, Decision making, Enthusiastic, Proactive, Capable of leading a team, Ability to train & develop Team member to drive results.
* Multitasking & prioritization, Product Presentation, Time Management & Cost Management
* Believes in hard work and like to learn new things.
* Active listener.`
* Confident.

**EXTRA CIRRICULAR ACTIVITIES**

* Participated in one day CETP plant visit at Roha.
* Visited brick furnace at Vangani.
* Visited precast concrete manufacturing plant at Amritsar.
* Participated in two day workshop of Project Management organized by ACC CEMENT PVT.LTD at Roha.
* Participated in one day sewage recycling plant visit at Taloja.
* **NAME** : **YADAV SURESH RAJKUMAR**

**PERSONAL DETAILS**

* **DATE OF BIRTH :** 20 MAY 1993.

# CONTACT NO. : 9766999543 / 7276110283

* **ADDRESS :** At Post-varse, Tal-Roha, Dist- Raigad.
* **E-MAIL ID :** sureshryadav72@gmail.com
* **NATIONALITY :** Indian
* **MARITUAL STATUS :** Unmarried
* **LANGUAGE KNOWN :** Marathi, Hindi & English

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**REFERENCE**

# Place: Yours Sincerely,

**Date :** (Suresh Yadav**)**