

Resume

Pooja Katkar

BE Civil Engineering

Current Address: Discovery Garden, Dubai

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Permeant Address: Jalaram Nagar,

Lane No. 3, Amravati, Maharashtra

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Work Experience

- Working as Asst. Engineer in Fabrimax Engineering Pvt. Ltd. (June 2016 to April 2017).

(Engaged in manufacturing & supply of windmill tower steel structure, technological fabricated structure & competency in heavy steel structure fabrication & its assembly and material handling equipment.)

- Working as Asst. Engineer in SS Fabricators & Manufacturers (April 2017 to April 2019).

(Dealing with the Power Projects, Irrigation Projects & Heavy structural components manufacturing.)

SKILL SET

- Bachelor of Engineering : Civil Engineering
- Software : Autodesk AutoCAD, STAAD PRO, MS Project

PROFESSIONAL EXPERIENCE:

Projects undertaken:

1) Lower Wardha Dam & Reservoir (Pulgaon Barrage):

Owner: Govt. of Maharashtra, India

Location: Dhanodi near Arvi in Wardha District, India

Role: Assistant Planning & QC Engineer

Responsibilities:

- Maintain the daily status of production at shop.
- Maintain the Erection status.
- Drawing clarification with the department.

- Preparation of BOQ from the drawings received from the department.
- Co-Ordination with site engineers & contractors to resolve queries at regular intervals.
- Co-Ordination with the other departments manufacturing, purchase, dispatch & Accounts.
- Preparation & finalisation of drawings as per site requirement.
- Preparation of Fabrication Reports & Erection Reports & submission it to the departments.
- Preparation of dispatch packing list.

2) Katepurna Barrage:

Owner: Govt. of Maharashtra

Location: Akola, Maharashtra

Role: Assistant Planning & QC Engineer

Responsibilities:

- Preparation of BOQ from the drawings received from the department.
- Maintain the daily status of production at shop.
- Maintain the Erection status.
- Drawing clarification with the department.
- Co-Ordination with site engineers & contractors to resolve queries at regular intervals.
- Co-Ordination with the other departments manufacturing, purchase, dispatch & Accounts.
- Preparation & finalisation of drawings as per site requirement.
- Preparation of Fabrication Reports & Erection Reports & submission it to the departments.
- Preparation of dispatch packing list.

3) Kochi Barrage:

Owner: Govt. of Maharashtra

Location: Kochi, Tq. Saoner, Dist .Nagpur, Maharashtra

Role: Assistant Planning & QC Engineer

Responsibilities:

- Preparation of BOQ from the drawings received from the department.
- Maintain the daily status of production at shop.
- Maintain the Erection status.
- Drawing clarification with the department.
- Co-Ordination with site engineers & contractors to resolve queries at regular intervals.
- Co-Ordination with the other departments manufacturing, purchase, dispatch & Accounts.

- Preparation & finalisation of drawings as per site requirement.
- Preparation of Fabrication Reports & Erection Reports & submission it to the departments.
- Preparation of dispatch packing list.

Other Projects:

1. Hadgaon Barrage
2. Simbhora Dam Project
3. Bhorphat Air Vessel
4. Palasgaon Amdi Lift Irrigation Scheme
5. Sindhi Railway ROB
6. Chandur Railway ROB

Other Responsibilities

- Preparation of BOM from the drawings received from the client to make resource arrangement.
- Preparation of Fabrication Reports & Erection Reports & submission it to the departments.
- Maintain the project wise daily status of production at shop.
- Maintain the Erection status of all the sites.
- Preparation of dispatch packing list.
- Co-Ordination with clients to resolve all the issues during the execution of the job.
- Drawing clarification with the client.
- Co-Ordination with site engineers, contractors or vendors to resolve queries at regular intervals.
- Co-Ordination with the other departments manufacturing, purchase, dispatch & Accounts.
- Read & understand the client has proposed structural drawings & estimate the quantities of structural materials.
- Preparation & finalisation of drawings as per site requirement.
- Preparation of moderate 2D drawings, charts, schedules based on field.
- Have sound knowledge in steel structure detailing.
- Have sound knowledge of RA Bills.

PERSONAL DETAILS

Name: Pooja Katkar

Date of Birth: 16 Oct 1992

Nationality: Indian

Marital Status: Married

Husband's Name: Aniket Yadav

Language Known: English, Hindi, Marathi