



RESHMA RAMACHANDRAN

CIVIL ENGINEER

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📍 NEAR RASHIDHIYA METRO STATION, DUBAI, UAE 📅 23.06.1995 🇮🇳 INDIAN 💍 MARRIED

🆔 VF443703 🚗 INDIAN 👤 FEMALE

Profile

To achieve high career growth through a continuous learning process while keeping myself dynamic, visionary and competitive. Plus to be able to contribute to the growing success of your company by being an integral part of your engineering division.

Professional Experience

Projects : Hill Side Gate Way Prestige,
PRESTIGE ESTATES PROJECT Ltd

04.2020 – 02.2023

Kakkanad ,Cyber Park Kochi, INDIA

Job description:

- Finishing and handovering of apartments and villas within the scheduled time.
- Assists and develops shop drawings plus client presentation.
- Discussing design needs with clients.
- Preparing the Procurement, Inspection and material submission schedule.
- Site surveying and quality control.
- Labour and material arrangements.
- Project planning, supervision and coordination of fit out work in site.
- Preparation & submission of Work Method Statements.
- Maintaining project schedules.
- Meeting with Clients, Consultants/ Interior Designers.
- Site monitoring and preparing progress report.
- Conducting weekly Progress meetings and Walk-around at site.
- Monthly invoicing with the QS dept.
- Cost control work procedure.
- Maintaining documents as per ISO procedure.
- Day to day correspondence with Client, Consultant & Sub-contractors.
- Timely measurement releasing to the manufacturers.
- Managing all the correspondence with Client, Consultants/ Interior Designers & Sub- Contractors.
- Delay analysis .
- Submission of Completion Certificate for each project on time.
- Assists draughtsman in developing the as-built drawings.
- Project Handing over to Client with joint inspection

Projects : PWD Roads Section Role: Site Engineer,
KERALA PUBLIC WORKS DEPARTMENT, KERALA

03.2020 – 06.2020 | KERALA, INDIA

Job Description:

- Coordination to the whole Projects.
- Execution and supervision project wise.
- Planning the work of each day.
- Review/Approve contractors work progress submission.
- Advise and assist the contractors in the development of the work progress.
- Analysis of work scheduled at each day.

Projects : (Structural & Interiors fit-out works) Role : Junior Engineer, TFC CONTRACTORS AND DEVELOPERS

10.2018 – 12.2019 | KERALA, INDIA

Job Description:

- Co-coordinating structural drawings as per architectural drawings
- Analysis of Slabs, Beams, Column.
- Site Supervision and site set out.
- Site inspection duty (Pile load test, Cube Test, Slump Test, Site set out, Reinforcement layout check)
- Ensuring and setting Structural CAD Standards for drawings
- Preparation of analysis report
- Planning the work and preparing the schedule for contractor

Education

Bachelor of Engineering Civil, Kerala university

04.2013 – 03.2018 | ERNAKULAM, INDIA

Projects

REPAIR AND REHABILITATION OF CONCRETE WITH FIBRE REINFORCED POLYMER

10.2017 – 12.2017

THENMALA DAM PROJECT STUDY(Internship)

2017

DELHI METRO RAIL PROJECT(Internship)

2016

Skills

- | | | | |
|-------------|-----------------------|----------------------|-------------------|
| • AutoCAD | • Technical expertise | • Project management | • Team Management |
| • MS Office | • Material Management | | |

Languages

ENGLISH

HINDI

MALAYALAM

TAMIL