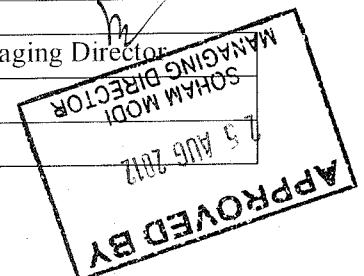


**Details of Appointment:** (For office use only – Do not write on this page)

Name	G. KAUSHIK
Salary	8,000/-
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. <u>NA</u> per month
Mobile Allowance	<input type="checkbox"/> Nil <input checked="" type="checkbox"/> Rs. <u>250/-</u> per month.
PF & ESI	<input checked="" type="checkbox"/> No PF & ESI <input type="checkbox"/> Only after 3 months <input type="checkbox"/> Pay ESI & PF
Probation Period	<input checked="" type="checkbox"/> 3 months <input type="checkbox"/> Nil
Salary revision	<input type="checkbox"/> After 3 months <input checked="" type="checkbox"/> Next April-13
Employee company	MODI AND MODI CONSTRUCTIONS
Designation	ASST. ENGINEER
Site	NILGIRI HOMES, RAMPALLY
Date of joining	27-08-2012
Report to	K. YADAGIRI, PROJECT MANAGER
Commitment	Committed to work for atleast <u>02</u> yrs.
Documents required	<input checked="" type="checkbox"/> 4 photographs <input checked="" type="checkbox"/> Copy of school certificates <input checked="" type="checkbox"/> Copy of degree certificates <input checked="" type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input type="checkbox"/> Fathers employment details / Copy of ID card. <input type="checkbox"/> Surety from _____ <input type="checkbox"/> Surety from _____ <input checked="" type="checkbox"/> 1 yr bank statement _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	→ Through Advertisement → Knows Autocad

Approved by Manager - HR & Admin.	
Date:	24-08-2012
Sign:	<i>Dai</i>

Approved by Managing Director	
Date:	
Sign:	



**Remarks by Admin.:** (For office use only – Do not write in this box)

Background – Personal	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Background – Work	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor
Personality	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Appearance	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Communication skills	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input checked="" type="checkbox"/> Short list & decide later
Recommended salary	

**Remarks by Divisional Manager:** (For office use only – Do not write in this box)

Relevant experience	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor
Knowledge of subject	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor
Recommendation	<input checked="" type="checkbox"/> Employ <input type="checkbox"/> Reject <input type="checkbox"/> Short list & decide later
Recommended salary	
<p>knowledge in construction is less, only thing we have teach him, he may learn the things, we can use as trained. Overall we can take him.</p>	
<p>23/8/12</p>	

**Remarks by MD** (For office use only – Do not write in this box)

Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input type="checkbox"/> Short list & decide later
Recommended salary	

**Offer Details**

Salary offered		Date of joining	
Remarks:			

Appointed as an  
Asst. Engineer  
MNM

22/8/12 By - 11-30 - 12  
Through Ad

**Bio-Data**

Note: Attach copy of Resume / Bio-data

Application for post of	Site Engineer
Date of application	21/8/2012
Application through	<input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Referred by:

**Personal Details**

Name	G. KAUSHIK		
Age	22 yrs	Date of Birth	11-3-1990
Fathers Name	G. MURALI		
Address for Correspondence	23-79, Flat-112, Maruthi Heights, Kothapet, Hyderabad.		
Phone & Mobile	9849038833		
Permanent Address	23-79, Flat 112, Maruthi Heights, Kothapet, Hyderabad.		

**Education**

Degree (PG)			
Name of college			
Location			
Course type	<input type="checkbox"/> Regular Course <input type="checkbox"/> Correspondence Course		
Year of completion		Medium of Instruction	
Percentage marks		Category	SC / ST / BC / Open

Degree	B.Tech. Civil		
Name of college	Malla Reddy Engineering College		
Location	Kompally		
Course type	<input checked="" type="checkbox"/> Regular course <input type="checkbox"/> Correspondence Course		
Year of completion	2012	Medium of Instruction	English.
Percentage marks	67%		

Name of Inter/ Jr. College	Sri Chaitanya Jr. Kalasala		
Location	Chaitanyapuri, Hyderabad.		
Year	2007	Medium of Instruction	English.

Name of school	Sri Lakshmi School		
Location	Kothapet, Hyderabad.		
Year	2005	Medium of Instruction	English.

Description of other courses or training	STAAD PRO, AUTO CAD.

### Computer Skills

MS Office	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Word	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Excel	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Auto CAD	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Other	

### Two Wheeler / Car

Make <del>Hero</del> Honda	Passion plus	Year	2006
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Family Details	Name	Age	Occupation	Company
Father	G. Murali	56 yrs	Business	Rice Business
Mother	G. Rajyalaxmi	48	Home Maker	
Wife / Husband				
Brother / Sister	G. Ravi K	28	Software Engineer	USA
Brother / Sister	G. Deepak	26	Software Engineer	
Brother / Sister				
Son / daughter				
Son / daughter				
Son / daughter				

### Salary Details

(Copy of 1 yr bank statement form salary account will have produced at time of employment)

Last Drawn Salary	5000/- + Food, conveyance, etc		
Does the above salary include:	ESI: <input type="checkbox"/> Yes <input type="checkbox"/> No	PF: <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Conveyance: <input type="checkbox"/> Yes <input type="checkbox"/> No	Mobile Allowance: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Expected Salary			

### Surety

Can you provide 2 sureties from Govt. employees or employees of reputed companies?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Surety 1:	Name		Company
	Designation		Your Relation
Surety 2:	Name		Company
	Designation		Your Relation

### Commitment

Can you commit to work for a minimum of 2 years?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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**Experience & Employment Details**

Years of experience in relevant field	8 Months
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*Contract*

Name of Company	Sri Srinivasa Constructions			
Duration of employment	<i>Aug-11</i> yrs	From date:		To date: <i>Till date</i>
Location	<i>Kanungohat, Hyderabad.</i>			
Designation	<i>Jr. Site Engineer.</i>			
Last drawn salary				
Number of employees in the company / branch?	<i>20</i>	Number of employees in your dept. or division?	<i>5</i>	
Brief description of work handled by you.	<i>was undertaking the slab work and also the taking care of other works, Brick work etc.</i>			
Reason for leaving				

*As a student he was getting conveyance for 5k + 5000/-*

**Remarks: (For office use only – Do not write in this box)**

<i>Communication Skill Good</i>
<i>Wants to work in Big Project</i>

Name of Company				
Duration of employment		From date:		To date:
Location				
Designation				
Last drawn salary				
Number of employees in the company / branch?		Number of employees in your dept. or division?		
Brief description of work handled by you.				
Reason for leaving				

**Remarks: (For office use only – Do not write in this box)**


Name of Company				
Duration of employment	yrs	From date:		To date:
Location				
Designation				
Last drawn salary				
Number of employees in the company / branch?		Number of employees in your dept. or division?		
Brief description of work handled by you.				
Reason for leaving				

**Remarks:** (For office use only – Do not write in this box)


Name of Company				
Duration of employment	yrs	From date:		To date:
Location				
Designation				
Last drawn salary				
Number of employees in the company / branch?		Number of employees in your dept. or division?		
Brief description of work handled by you.				
Reason for leaving				

**Remarks:** (For office use only – Do not write in this box)


*Ask for additional sheets if required.*

# **RESUME**

## **Kaushik Gaade**

91-9849038833

kaushikgaade@gmail.com

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### **CAREER OBJECTIVE:**

To seek career in construction industry with a progressive organization that gives opportunities to prove my ability and improve my knowledge and skills.

### **EDUCATION:**

#### **Bachelors of Technology**

Major: Civil

J.N.T.University, Hyderabad, AP

Malla Reddy Engineering College, Hyderabad, AP

Percentage: 67%

#### **Intermediate**

Board of Intermediate Education ,AP

Sri Chaitanya Junior College, Hyderabad, AP

Percentage: 82.2%

#### **S.S.C. ( 10th Standard )**

Board of Secondary Education ,AP

Sri Kakatiya School of Excellence, Hyderabad AP

Percentage: 75%

### **KEY SKILLS:**

- Operating Systems : Windows ('98/XP), Windows 7.
- Software : Auto CADD.
- Could operate effectively with Microsoft Office tools such as Word, Excel, PowerPoint.
- Excellent Communication and Writing skills.





## **EXPERIENCE:**

**Company(Intern):** Sri Srinivasa Constructions (A Habitat Builders and Developers group) ,Hyderabad Aug 2011 – Present.

**Designation:** Junior Site Engineer.

**Details:** Gained practical knowledge in Site Execution.

**Project 1:** Green Building and Green Building Materials.

### **Details:**

The goal of "Green Building" (also known as Sustainable building) project is to reduce the impact of construction on the environment. The Green Buildings are generally designed as per the Leadership in Energy & Environmental Design (LEED) rating system. The common objectives involved in design and construction process of a green building are:

- To achieve energy and water savings
- To incorporate environmental friendly materials into the building.
- To implement waste and recycling policies.

**Project 2:** Analysis of PULICHINTALA DAM.

### **Details:**

Pulichintala project on the river Krishna and directly benefits about 12 lakh acres of land in Guntur & Krishna districts resulting in an additional yield of 3 quintals of paddy per acre per year. The additional benefit of this project is the power generation. It generates 120 mw of electricity which will benefit the neighboring districts namely Guntur and Nalgonda districts. A balancing reservoir is proposed for storing 45.77 TMC of water for stabilization of existing ayacut of 13.08 Lakh acres of Krishna delta and for early transplantation of paddy crop during June and July. The project is 85.0 Km upstream of Prakasam barrage and 115.0 Km down stream of Nagarjuna Sagar Dam.

## **STRENGTHS:**

- Determined to learn with practical approach.
- Dedicated to work individually and in team.
- Enthusiastic and can produce results under deadline constraints.
- A self-starter "Quick Learner" and inclined to the task taken and work given.



### **EXTRA CURRICULAR ACTIVITIES:**

- Active participant in debate and Quiz competitions and cultural events at district level in schooling.
- Organized many technical and cultural symposiums.
- Won prizes in inter school level sports competition.

### **PERSONAL PROFILE:**

Name	:	KAUSHIK GAADE
Father's Name	:	MURALI GAADE
Date Of Birth	:	11 <sup>th</sup> March 1990
Gender	:	Male
Marital Status	:	Single
Languages	:	English, Hindi, Telugu.
Hobbies	:	Playing Badminton, Listening to music, etc
Nationality	:	Indian
Religion	:	Hind
Address	:	H.No- 23-79, Flat -112, Maruthi heights, Krishna veni nagar, Kothapet, Hyderabad -500060.

### **DECLARATION:**

I hereby declare that the above-furnished details are true to the best of my knowledge.

Date:

Place: Hyderabad

(KAUSHIK GAADE)

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