

DECLARATION

From: E. SUMAN KUMAR .

Date: 21/07/2017

MIRYALA GUDA

NALGONDA (DIST)

To,
HR Manager,
Modi Properties Pvt. Ltd.,
M.G. Road, Secunderabad-03.

I have submitted my bio-data/ resume for a suitable post in your company and its associated firms/subsidiaries.

I hereby certify/declare that the details given herein are true to the best of my knowledge.

In case the information given by me is found to be un-true, I will be liable for consequences thereon.

I shall provide proof of last drawn salary as and when requested.

I shall provide letters of good conduct/recommendation from past employers as and when asked for.

I further undertake to work for a minimum period of 2 years, if I am offered employment in your company.

Thank you.

Yours sincerely,

Signature



Name: E. Suman Kumar

Place: Hyderabad .

Date: 21/07/2017

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	Protect Engineer		
Date of application	21/7/2017		
Application through	<input checked="" type="checkbox"/> Advertisement	<input checked="" type="checkbox"/> Referred by:	MR. PRAVEEN.

Personal Details:

Name	E. SUMAN KUMAR		
Age	32 YEARS	Date of Birth	18/05/1984
Fathers Name	ERUGU. CHANDRU		
Address for Correspondence	1-77, R.B. NAGAR, SHAMSHABAD.		
Phone & Mobile	9849393987, 9052855888.		
Permanent Address	VIDHYA NAGAR COLONY, MIRYALGUDA, NALGONDA (Dist)		

Revised - 5500/pm
copy House
Bom and brought up

Education:

(P.G) Degree			
Name of college			
Location			
Course type	Regular Course	Correspondence Course	
Year of completion		Medium of Instruction	
Percentage marks		Category	SC / ST / BC / Open

Degree/ Diploma	DIPLOMA IN CIVIL ENGINEERING		
Name of college	S.E.S.S.N. MURTHY POLYTECHNIC		
Location	KHAMMA M		
Course type	Regular course	Correspondence Course	
Year of completion	2006	Medium of Instruction	
Percentage marks	70%		

Name of Inter/ Jr. College	SAKETHA VIDWAN JUNIOR COLLEGE		
Location	GUNTUR & MIRYALGUDA.		
Year	2002	Medium of Instruction	

Name of school	DOWHILL STUDY CIRCLE		
Location	MIRYALGUDA		
Year	1999	Medium of Instruction	

Description of other courses or training	

Computer Skills:

MS Office	<input type="checkbox"/> Good <input checked="" 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 type="checkbox"/> Good <input type="checkbox"/> Average <input checked="" type="checkbox"/> Poor
Auto CAD	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor <input type="checkbox"/> N.A.
Email	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Other	

Two Wheeler / Car:

Make	BONNEVILLE	Year	2007
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Family Details:	Name	Age	Occupation	Company
Father	E. CHANDRU	62	RETIRED	GOVT (agriculture dept)
Mother	E. SUTANA	58	RETIRED	GOVT (Teacher)
Wife / Husband	SANTHI PRIYA	28	M.TECH	LECTURER (At present not working)
Brother / Sister	DIVYA	28	M.S.C	(She is in U.K) Married
Brother / Sister	MADHU	29	M.S.M.B.A	U.S
Brother / Sister	RAVI CHANDRA	27	B.TECH.	Hydr (working for TBS)
Son / daughter	—	—	—	—
Son / daughter	—	—	—	—
Son / daughter	—	—	—	—

(At present not working)
Tata Business Service

Salary Details:

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

Last Drawn Salary	28,000 (excluding conveyance)	
Does the above salary include:	ESI: <input type="checkbox"/> Yes <input type="checkbox"/> No	PF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Conveyance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mobile Allowance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Expected Salary	30,000/-	

Surety:

Can you provide 2 sureties from Govt. employees or employees of reputed companies?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Surety 1:	Name	S.A. ROHINI	Company	POSHNA INFRASTRUCTURE
	Designation	PROJECT MANAGER	Your Relation	SUB-ORDINATE
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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10.5 Years Experience

Name of Company	ROOSHNA INFRASTRUCTURES / CONSTRUCTIONS			
Duration of employment	7 yrs	From date:	2009	To date: 21/7/2017
Location	HYDERABAD			
Designation	PROJECT ENGINEER			
Last drawn salary	28,000/- (excluding conveyance)			
Number of employees in the company / branch?	20 (+)	Number of employees in your dept. or division?	8 (+)	
Brief description of work handled by you.	PROJECT'S EXECUTION such as daily work allotments for staff and manpower, drawing's checking, Supervising, Customer's Handling, Cheekily quality and design specifications.			
Reason for leaving	Company is not in a thing to take new projects.			

Mr. Nasir Ali Khan
M.D.
for Makg Rooshna

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

Reporting to Sr. Manager: (Mak group)
- Attapur - Row villa's and flats 4+5
① Under him - 3 People
② another site - 1 Engineer 3 Supers 4 no's.

(No projects in Rooshna)
1 Site Engineer
2 Supervisors
(Technical) per site

Name of Company	SUBHASANA GREEN FIELDS PVT LTD			
Duration of employment	3.5 yrs	From date:	2006	To date: 2009
Location	SHAMSHABAD			
Designation	SITE ENGINEER			
Last drawn salary	15,000/-			
Number of employees in the company / branch?	30 +	Number of employees in your dept. or division?	4 (+)	
Brief description of work handled by you.	Supervision and execution, drawing's, drawing's, drawing's, preparing project Reports.			
Reason for leaving	Work Completed			

Chenna
Ho. M.D. N.D. and CEO of Sakshi

(Sakshi Infra Share partner)

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

→ Asked to go to Cuddapah or Bangalore, but not interested to go - resigned.
→ Daily reported to project including M.D., 8 people worked under him.

2 Junior Engineers
6 Site Supervisors worked under him.

Ask for additional sheets if required.

Experience & Employment Details:

Years of experience in relevant field	
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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)

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 checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Personality	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Appearance	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Communication skills	<input type="checkbox"/> Good <input 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	30k
→ Interested to work in home town, Miryalguda	
→ Independently - Ban handke - 100,000 + sft. upto 10+ acres	

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

Relevant experience	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Knowledge of subject	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input type="checkbox"/> Short list & decide later
Recommended salary	

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	30,000/- CTC	Date of joining	
Remarks:	499/- per month		

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

Name	
CTC Salary	
Conveyance	<input type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month <input type="checkbox"/> As per actuals
Mobile Allowance	<input type="checkbox"/> Nil <input type="checkbox"/> Rs. _____ per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input type="checkbox"/> Only after 3 months <input type="checkbox"/> Pay ESI & PF <input type="checkbox"/> PF & ESI included in above salary
Probation Period	<input type="checkbox"/> 3 months <input type="checkbox"/> Nil
Salary revision	<input type="checkbox"/> After 3 months <input type="checkbox"/> Next April - _____
Employee company	
Designation	
Site	
Date of joining	
Report to	
Commitment	Committed to work for at least _____ yrs.
Documents required	<input type="checkbox"/> 4 photographs <input type="checkbox"/> Copy of school certificates <input type="checkbox"/> Copy of degree certificates <input 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 type="checkbox"/> 1 yr bank statement _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Service Certificate from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	

Approved by Manager - HR & Admin.		Approved by Managing Director	
Date:		Date:	
Sign:		Sign:	

RESUME

E . SUMAN KUMAR
Miryalaguda
Nalgonda (Dist) 508207.

E-mail:- sumankumarerugu.summi@gmail.com
summi_8888@yahoo.com
Contact No: +919849393987

CAREER OBJECTIVE:

Seeking for dynamic career opportunity to prove myself as a successful person with excellence in terms of achievement, creativity and dedication .so as to join an organization that provides ample scope to hone my skills and continuously enhance my technical expertise in pursuit of this challenging and growth oriented career. The main objective is to learn more and more practical knowledge and improve the scope for implementing my skills there by contributing to the growth of organization.

KEY BEHAVIOR:

To associate with well reputed company where I can improve my skills and prove my self while creating my position along wit the growth of company.

EDUCATIONAL QUALIFICATION:

- Technical board of education (D.C.E) diploma in civil engineering from S.E.S.S.N.MURTHY POLYTECHNIC, khammam.
- Secondary school certificate with 75% from downhill study circle, miryalguda, nalgonda (dist), A.P.

SUMMARY:

- Having over 8 years experience in handling site project works with all need full knowledge in civil works.
- Well experienced in preparing work done bills.
- Knowledge in day by day supervision, checking the materials at site of works.
- Hard working as per work schedule.

- Experienced in preparing daily report on work progress.
- Segregation and verification of mortar mixing and well experienced in checking concrete mixing as per ratios and specifications given in detailed drawings at site of works.
- Handling the workmanship with nice commanding skills.
- Well in observation of plans and drawings with an experience of hard work to prepare some sketches if necessary.
- Maintaining punctuality and good discipline at works.
- Hardworking while executing works for marking's till successful completion.

EXPERIENCE:

- Worked as a site engineer for Subhasana green field's pvt ltd, for a period of 3years in infrastructural development works.
- Presently working as an project engineer for Rooshna infrastructures pvt ltd.
- Work experienced about 8 years in construction of independent duplex houses, residential complexes, commercial malls and huge structures and executing the works for underground sewerage treatment plant, underground sophinication plant. Essential knowledge in development works such as laying pipelines, electricity cables and formation of roads, embanking footpaths followed by the approved drawings.

PROFESSIONALEXPERIENCE:

- Checking reinforcement lapping bentups and coverings as per steel designs
- Maintaining good progress report and preparing the same.
- Handling clear detailed register about site of works.
- Checking quality and quantity maintaining the same as per ratios in given drawings at every moment of works time.

- Experienced in preparing important filing such as drawings, documents and other valued papers related to site office.

PERSONALSTUFF:

- Ability to interact with workmanship and help full to them positively to finish given works in time.
- Adaptation in team work.
- Good in verbal and written communication skills.
- Aim to built a wonderful and beautiful career wit a team work of hardworking.

PERSONAL PROFILE:

FATHER'S NAME : E.CHANDRU
DATE OF BIRTH : 18-05-1984
SEX : Male
NATIONALITY : Indian
ATTRIBUTES : Good Command in English, Good
Interpersonal Communication Skills,
Cheerful, Well Organized and Responsible
At works and a fast learner.

STRENGTH : COMMITMENT, HONESTY AND PERSISTENCY.

In view of above information. If I am, given a chance, sir, I shall try to prove my self worthy of the trust bestowed. I also promise to work with the best of my capabilities and abide by the works of the organization

Place: Hyderabad

(E. SUMAN KUMAR)

Ref: RC/32/17



03/07/2017

TO WHOM IT MAY CONCERN

This is to certify that Mr.E.Suman Kumar S/O E Chandru had worked as an Project Engineer with M/S Rooshna Constructions from 2010 – 2017 (7 years).He has wide knowledge in executing multi storied/Commercial/Residential projects and also good experience in maintaining project reports, supervising quality of construction and also in infrastructural works.

During his service he has performed his duties in a diligent and satisfactory manner and he was found excellent in assigned tasks. At time of leaving organization he was drawing RS28, 000 (Rupees twenty eight thousand only) per month excluding conveyances.

We congratulate him for his achievements and wish him success in his future Endeavour's and may succeed in all his aspects.



SUBHASANA GREEN FIELDS PRIVATE LIMITED

8-2-603/2/M, Road No.10, Banjara Hills, Hyderabad – 500034.

Date :02/12/2009.

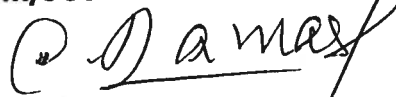
TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr.E.SUMANKUMAR was working as site Engineer of M/s Subhasana Green Fields Private Limited with a layout at Thondupalli Village near (Shamshabad Mandal, R.R.Dist).He was working in the organization since from 3 years 8 months and he is well worsed in handling the surveying instruments, preparing the work done bills and maintaining the daily report, layout markings, supervising the constructing houses, inspecting the quality in constructions works, and also experienced in markings for infrastructural facilities like cable trenches for water pipeline, drainage works, treated water system and also for S.T.P(Plant).

During his service he was sincere and hard working. At the time of leaving the organization he was drawing total remuneration with inclusive of other expenses around up to Rs. 15000/- (Rupees Fifteen Thousand only).

We wish him all the success in his future employments and may succeed in all his aspects.

FOR: M/s SUBHASANA GREEN FIELDS PVT LTD.



(C.RAMANNA)

Project Incharge

Note.

Admin
21/7/17

Sir,

① - Mr. Suman Kumar ready to join
from 02nd Aug '2017.

② - CTC - Salary - Expectation 30,000/- only.
Recommendation - 30,000/- only.

③ - 3 months probation period; will be Confirmed depend on
Performance.

④ - Mobile allowances - 499/-

⑤ - Incentives shall be decide later.

Pain

