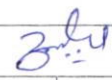


Modi Properties Pvt. Ltd – New Employee Joining – Check list

Name:	ROOPKAMAL CHITAKALA	Joining Date:	06-07-2023
Designation:	PROJECT MANAGER	Division:	CONSTRUCTION
Company:	Modi Properties Pvt Ltd	Prepared by:	
Site/Project:	AMTZ	Sign:	

Sl. No.	Description	Status Yes / No/ NA/ Done
1.	SSC Marksheet collected?	
2.	HSC/Inter /Diploma Marksheet collected?	
3.	Graduation Mark sheet//certificate collected?	
4.	P.G. Marksheet/certificate collected?	
5.	Experience Certificate collected?	
6.	Proof of salary of previous companies collected? (Salary Slip/certificate/ Form 16A)	
7.	Relieving Letter collected?	
8.	4 Passport Size Photographs collected?	
9.	2 Postcard Size Family Photographs collected?	
10.	Residence Proof collected?	
11.	Photo ID Proof collected?	
12.	PAN Card collected?	
13.	2 Reference Letters collected?	
14.	Blood group certificate collected?	
15.	Employee ID Card form filled?	
16.	Bank Account form filled?	
17.	Medical insurance proposal form filled?	
Task to be explained?		
1.	Send introduction email/inform through viber to staff	
2.	Desk - Prepare employee work area or arrange Desk	
3.	Laptop - Arrange computer access/laptop	
4.	SIM - CUG Airtel new connection/portability	
5.	Smart mobile phone – check / provide	
6.	Viber - Add in Groups	
7.	Create employee email ID	
8.	Visiting Cards	
9.	Uniform, wherever required	
10.	Office Rules : Timings, leave policy, & uniform etc., as per circulars	

Remarks:

181824

Photograph

Bio-Data**Note:** Attach copy of Resume / Bio-data

Application for post of	PROJECT MANAGER
Date of application	21-06-2023
Application through	☐ Advertisement ☐ Referred by:

Personal Details:

Full Name	ROOP KAMAL CHITAKALA		
Age	49 years	Date of Birth	08/04/1974
Fathers Name	CH. APPA RAO		
Address for Correspondence	39-12-12/1 Labbipet Vijayawada 520010		
Phone & Mobile	7893690199		
Permanent Address	39-12-12/1 Labbipet Vijayawada		
Aadhar number	468785831867	Category	SC / ST / BC / Open

Education:

Post Graduation			
Name of college			
Location		Percentage marks	
Course type	☐ Regular Course ☐ Correspondence Course		
Year of completion		Medium of Instruction	English / Telugu / Hindi

Degree/ Diploma	B.E. CIVIL		
Name of college	GITAM ENGINEERING COLLEGE		
Location	VISAKHAPATNAM	Percentage marks	52%
Course type	☒ Regular course ☐ Correspondence Course		
Year of completion	1994	Medium of Instruction	English / Telugu / Hindi

Name of Inter/ Jr. College	Dr. V. S. Krishna Gurt. College		
Location	VISAKHAPATNAM	Percentage marks	77.4%
Year of completion	1989	Medium of Instruction	English / Telugu / Hindi

Name of school	A. T. College, Dabagardens		
Location	VISAKHAPATNAM	Percentage marks	64%
Year of completion	1987	Medium of Instruction	English / Telugu / Hindi

Employ
Taj Kumar & Varna to
Salary + incentive
Page 1 of 1
21/6/23

Description of other courses or diploma	

Computer Skills:

MS Office	☒ Good	☐ Average	☐ Poor
MS Word	☒ Good	☐ Average	☐ Poor
MS Excel	☒ Good	☐ Average	☐ Poor
Auto CAD	☐ Good	☒ Average	☐ Poor ☐ N.A.
Email	☒ Good	☐ Average	☐ Poor
Other			

Two Wheeler / Car:

Make		Year	
------	--	------	--

Family Details:	Name	Age	Occupation/ Study	Company/ Education institution
Father	CH. APPA RAO	79	ELECTRICAL ENGINEER	(LATE)
Mother	CH. ANNAPURNA	67	HOUSE WIFE	(LATE)
Wife / Husband	CH. DEEPA	46	HOUSE WIFE	
Brother / Sister	VASANTHA MALINI	45	Assoc. Vice President - Vigilance	
Brother / Sister			Bandhan Bank	
Brother / Sister				
Son / daughter	NEHA KAMAL	20	B.Tech CSE 2 nd year	
Son / daughter	VAMSI KAMAL	18	Intermediate (10+2)	
Son / daughter			joining NIT	Eng. College

Salary Details:

(Copy of 1 yr bank statement of salary account will have to produce at the time of employment)

Last Drawn Salary	Rs. 1,00,000/-		
Does the above salary include:	ESI: ☐ Yes ☒ No	PF: ☐ Yes ☒ No	
	Conveyance: ☐ Yes ☒ No	Mobile Allowance: ☐ Yes ☒ No	
Expected Salary	Rs. 1,30,000/-		

Surety:

Can you provide 2 sureties from Govt. employees or employees of reputed companies?				☒ Yes ☐ No
Surety 1:	Name	G. Ramosh	Company	Irrigation dept.
	Designation	Works Inspector	Your Relation	Brother-in-law
Surety 2:	Name	CH. Venu	Company	VTPS
	Designation	Electrical Engineer	Your Relation	Brother-in-law

Commitment

Can you commit to work for a minimum of 2 years?	☒ Yes ☐ No
--	---

Experience & Employment Details:

Years of experience in relevant field	
---------------------------------------	--

Name of Company	PRIME AVENUES				
Duration of employment	0.6 years	From date:	.../.../.....	To date:	.../.../.....
Location	VIJAYAWADA				
Designation	PROJECT MANAGER				
Last drawn salary	Rs. 1,00,000				
Number of employees in the company / branch?	58	Number of employees in your dept. or division?	26		
Brief description of work handled by you.	Construction of CLUB HOUSE, Roads,				
	Residential Buildings, Compound Wall				
	Central Park, Formation of Roads				
	Laying of U. G. Drain Dwc/PVC. Archite				
Reason for leaving	For a Better prospects & Longevity				

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

Name of Company	N. K. PROJECTS				
Duration of employment	1.6 years	From date:	.../.../.....	To date:	.../.../.....
Location	HYDERABAD				
Designation	PROJECT MANAGER				
Last drawn salary	Rs. 1,00,000				
Number of employees in the company / branch?	48	Number of employees in your dept. or division?	12		
Brief description of work handled by you.	Construction of High Rise Building, G+27 Rcc Frame work, Centering, Shuttering ms Plates, Architect / Structural Engineer MEP co-ordination				
Reason for leaving	For a better prospects				

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

Name of Company	RAKI AVENUES PVT LTD			
Duration of employment	3 years	From date:	.../.../....	To date: .../.../....
Location	VIJAYAWADA			
Designation	PROJECT MANAGER			
Last drawn salary	Rs. 1,00,000			
Number of employees in the company / branch?	75	Number of employees in your dept. or division?	28	
Brief description of work handled by you.	Construction of Residential Apartment Buildings in 10 Acres Built-up-Area 1,88,000 sqft 610 Flats, Rcc Framed structure, finished Brickwork, Plastering, flooring			
Reason for leaving	for better prospects			

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

Name of Company	ROYAL ENFIELD ORAGADAM XEBEC PROJECT MANAGEMENT SERVICES			
Duration of employment	3 years	From date:	.../.../....	To date: .../.../....
Location	GUNTUR, ANDHRA PRADESH			
Designation	PROJECT MANAGER			
Last drawn salary	Rs. 95,000			
Number of employees in the company / branch?	75	Number of employees in your dept. or division?	8	
Brief description of work handled by you.	Construction of High Rise Building (2B+G+11) floors Design Coordination, Coordination with all stakeholders MEPF for work execution as per design Interior Works, Quality inspection.			
Reason for leaving	for better prospects			

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

Ask for additional sheets if required.

Objective: Aspire to become a Professional in Engineering, Infrastructure, Construction & Project Management in an Organization that fosters innovation and growth of my career.

Career Summary

Rich experience in Project Management, Construction Management, Contract Management & Cost Management Vendor development, Multi-location Projects: Planning, Engineering, Procurement & Construction (EPC) Expertise in Project Management of Real-estate Infrastructure development, High-Rise Buildings, Villas, Hospitality Projects: Green-Field / Brownfield, Five-Star Hotels, Hospitals, Interior Office Fit-out Projects. Industrial Buildings: Automobile Industry, Pre-Engineered Buildings (PEB) (Steel), Factory / Warehouse Sheds, Infrastructure built-up of Data-Center Buildings, Telecom Switching Centers, Rack & Space collocation of Telecom equipment at PoPs incl. Erection / Commissioning of MEPF Services & Equipment Pan India Corporate Operations.

From Aug 2021 to till date: Working as Project Head with N K Projects with Tamra Asteria Highrise Building 3.12 Residential Acres in 6 Acres, 312 Apartments, 23 Floors, 3 Cellars, 1 Stilt. Club House 30,000 sq.ft. RCC Shear Wall technology with Aluminum form work.

Tamra Asteria is designed to be a mixed-development project. That is, it blends both residential commercial spaces.

From Aug 2018 to Aug 2021:

Project Head / Project Manager – Raki Avenues Pvt Ltd.

Working as “Project Head / Project Manager” Raki Avenues Pvt Ltd. Township Residential project, Vijayawada Project: Chandrika Ayodhya, Ph (1 & 2) - 15 Acres, a Gated Township, 24 Apartments, 2 Club Houses 1010 Flats Chandrika Maaya, 1.2 Acres, a High-rise Building 60 Premium Flats

- ❖ Preparing technical & commercial proposals and managing tender/ contracts & negotiations; identifying contractual issues and inviting quotations for main works & strategic negotiations for closing contracts within budgets.
- ❖ Responsible for Civil works, Excavation, RCC foundation / Piling for Structures, Services & Finishes. Execution of Block work, Plastering, lift lobbies, entrance lobbies, walkways and staircases, Toilet finishing's, tiling, granite, marble works, wet & dry cladding and false ceiling. In conjunction with Project Master Schedule / Micro Schedule.
- ❖ Coordinate with Architects, Structural & Service consultants (MEPF) for design review & issue GFC drawings for site works execution. Support standardization of all BOQ's (RCC, Structural Steel, Fittings & Finishing items)
- ❖ Coordinate with resp. departments through the project lifecycle – Tendering, Budget Monitoring, Mobilization of Plant and Machinery (RMC), Planning, Procurement, Stores, Accounts, Finance, Safety, Quality, Marketing, CRM.
- ❖ Mobilize labour force, maintain the required labour strength and prioritize the work fronts through the project lifecycle. Minimize labour turnover by ensuring their wellbeing (Labour colony, Health, Safety, timely payment)
- ❖ Ensure monthly budget, material forecast, requirements are communicated to respective departments for Fund flow To give possible suggestions to Management for value engineering & Cost saving without hampering of Quality.
- ❖ Conducting training modules, imparting to Projects Staff, PMC & Contractor staff in view of getting right first time. Prepare Quality Assurance manual and execution of Inspection Test Plan (ITP) & Implementation of Project Quality plan (POP) with Checklists at all ongoing projects, with Method Statements of work activities.
- ❖ Conduct daily Site Meetings, with sectional heads to review daily target achievements, concerns (if any) and plan for the following day. Conduct meetings with Project staff along with PMC & Contractors to resolve quality issues to improve Project Quality. Ensure Corrective action report (CAR) to rectify flaws identified during Site Inspection.
- ❖ Co-ordination with Customer regarding Project related issues & feedback. Follow-up & Co-ordination with sub-Contractor for the execution of Project. Control all Site Engineers for inspection of construction works.
- ❖ Follow-up Indent with Procurement Department for timely Supply of materials throughout the Project Lifecycle to ensure timely delivery of targets. Align all resources to achieve daily/weekly/monthly scheduled targets
- ❖ Ensure submission and certification of monthly RA bills and Final bill. Ensure preparation Bills and payments of all Contractors / Vendors (labour, local materials) for timely payments.
- ❖ Oversee arrangement of initial meeting with the Facility team & ensure the preparation of the methodology for proper H/O & T/O (HOTO) of the buildings.

From Aug 2016 to July 2018

Project Manager – ITC WelcomHotel, Guntur

Working as “**Project Manager**” with “Xebec Project Management Services (P) Ltd.” for WelcomHotel – Guntur Project. ITC Ltd. A Five Star Hotel. (2B+Grnd Floor+11 Floors) High-rise. Leed Platinum Keys – 104 Nos. Built-up area – 2, 41,301 Sqft. One Presidential Suite, 4 Standard suite & 100 Guest Rooms K2

Job description:

Overall Planning and coordination of the project execution for RCC Framed Structure & Finishing works of High-rise Buildings incl. Interior Fit outs of ITC Hotel

- ❖ Execution of day to day activities at site w.r.t Master Schedule. Generate DPR, Weekly / Monthly / Dashboard Reports. Track Master Schedule/Micro Schedule including resource planning.
- ❖ Responsible for finalizing and managing the project consultants. Review DBR with Architects, Structural / MEPF Consultants, Interior Designer - Project Orange. Coordination for clarifying design drawings on-site.
- ❖ Coordinate entire construction process (Plans, Bids, Permits, Construction & Project close-out). Analyze project profitability, margins, bill rates and utilization w.r.t. Budget for Value Engineering.
- ❖ Coordinate the efforts of all stakeholders involved in the project, with Architects – Project Orange, Consultants – CR Narayana Rao Architects, Sub-Contractors and laborers of Civil & Interior works for the ITC Hotel project execution.
- ❖ Manage daily/periodic review meetings on-site with staff/vendors to review progress of work. Responsible for adherence to HSE (Health, Safety & Environment) Statutory & LEED Compliance reports.
- ❖ Coordination for QA & QC with Inspection Test Plan (**ITP**) for all Construction materials, Concrete ingredients, Coordinate / establish Concrete Mix design on-site for various grades of concrete.
- ❖ Implement Quality Plan and ISO procedures on-site. Settings up QC Lab. Calibrations of testing equipment, batching plant, weigh batchers. Materials testing as and when required by external NABL lab,
- ❖ Day-to-day management of the site, including supervising and monitoring the site labor force and the work of any subcontractors for checking construction activities as per Methodology w.r.t. IS Code, viz. Marking, Shuttering Checklist, Barbending schedules, Pour card issuance for RCC Concrete works, Floor / Slab wise.
- ❖ Conducting stage-wise quality inspection & tests as per ITP for construction materials and activities. Prepare material testing check list, maintaining cube register, material sampling register, water proofing register, rejected material register, slump register, etc.
- ❖ Responsible for vendor mobilization and management for the project. Responsible for Labor mobilization through contractors. Conducting PEP talk on Quality & Safety Toolbox Talk (TBT) on regular basis.
- ❖ Coordinating with all cross-discipline stakeholders (Interiors / MEPF / Civil) on progress to make sure that all parties are on track with project requirements, deadlines, and Look ahead schedules.
- ❖ Marking as per Interior Layout, cross verification of dimensions, to receipt and storage of material. Understanding and co-ordination for designs and drawings of buildings constructions & Interior Offices
- ❖ Guiding & Supervision of finishing works on-site like: Tile flooring / Kota or Granite, False Ceiling, POP, putty, Paint, Waterproofing, Glass & Wooden partitions, Aluminium, uPVC Window, Doors, Locks, handle, Carpentry / Paneling / Furniture works, Electrical conduit & wiring / Fitting, PHD Concealing and fittings, Facade glazing, Plumbing, Accessories fit outs.
- ❖ Selection of Hotel Furniture's Fixtures and Equipment (FF&E) and Hotel Operating Supplies & Equipment (OS&E). Track brought-out items for procurement. Manage Change orders to meet project outputs.
- ❖ Measurement for RA Bills, JMRs, timely invoicing, Issue Certificate of payment (COP) for payments.
- ❖ Identifying snagging & de-snagging of punch points. Responsible of completing hand over process to Operation team

From Aug 2015 to Aug 2016

Project Manager – MANIPAL Hospitals, Vijayawada

Worked as “**Project Manager**” with “**KP Management & Project Consultants Pvt Ltd.**” Brown-Field Project.

Cancer Block, Admin Block, Operation Theatres, Clean Rooms, Renovation, Retro fitment of healthcare facilities.

- ❖ GFC Design and details review and raise RFI submit to interior designers / consultants for design & detailing as per project requirements. Prepare Request for Proposal, make comparatives & present to management. Checking Work-order and process invoices towards payment.
- ❖ Working closely with interior designers / consultants to obtain interior layouts, detail drawings, material samples, FF&E specs, hardware specs etc. and assist in driving value engineering initiatives. Escalate deviations & concerns, if any and periodically report to the Head Interiors regarding status of the project
- ❖ Assist in co-ordination of **Mock-up Rooms** to resolve construction details, quality and alternates. Carry-out final inspection of **Model rooms** prior to installation of loose furnishings.
To represent the Design and Construction function during any refurbishment and renovation works required at any of the operational properties providing professional advice and recommendations to the Hospital Operations teams, Owners.
- ❖ Prepare a Bought-out Item tracker and share with Purchase team and project team. Follow-up until installed at site. Check samples and shop-dwgs. Liaise, Co-ordinate with interior designers / consultants to conduct site visits and obtain design clearances.
- ❖ Conduct a preliminary analysis of documents, drawings etc. submitted by with interior designers / consultants; Conduct site coordination review meetings with all contractors of allied services and arrive at coordinated services for work clearance.
- ❖ Coordinate between the project site and interior designers / consultants; Ensure correctness of drawings issued on site and execute. Maintain a database of all designs and related documentation
Planning & Execution support / drawing interpretation to all **Civil, & Interior Contractors / MEP Vendors** working at site, Co-ordination to maintain sequence of MEP installations for enabling workflow.
- ❖ Monitor Execution of work on-site as per design specifications. Coordinate FF&E Design issues that arise on-site and need immediate attention for effective execution on-site.
Maintain proper records of Site Measurements, layout designs, textures, paints etc. Approve Modular furniture, texture & storage units for procurement as per designed Workstations for Interior Office Fit-outs
- ❖ Measure & mark on-site – Space program for raised floors, suspended ceilings, MEP – Fire services lines, ductwork, piping, lights and cable runs for power, communications, and computer networks.
- ❖ Identify & List out Snag points & generates Snag report to dilute by timely follow-up for handover. Prepare and submit interiors to internal/ external customers in a timely manner for hand-over to O&M for close-out.

From Sep 2013 to July 2015:

Project Manager – Royal Enfield

Working as “**Project Manager**” with **S. N. Pingle Consultants** a leading **Architect & Project Management**

Consultancy for **Royal Enfield**, a Green Field Project (*50 Acres*) at Oragadam, **Chennai**

On-site Co-ordination for execution of Civil works as per Structural design and resolution of technical queries for all RCC, PEB, and Utility Buildings. Concrete / Bitumen Roads, Storm Water & Sewage drainages, Box Culverts, Effluent & Sewage Treatment Plant (ETP & STP), RO Plant, Sub-Station Bldg. Transformer Yard, LPG.

Interior Office Fit-out works, incl. MEP works, Alu Partition works, ACP Cladding, Spider Glazing assemblies, Hafele TwinPro glazing, and Automatic Sliding Doors – DORMA / Stanley– Project Value – 115 cr.

- ❖ Interior Office Works @ Admin. Bldg. – 1650 m² Engine Assembly Office– 5430 m²
- ❖ Warehouse RCC Building (Basement + 3) Floors – 0.82 Mn. Sft with Loading Bay, Scissors, Bike Lift
- ❖ Engine Assembly Building PEB – 2 Mn. Sft. – 1565 MT with 6 RCC Utility Buildings
- ❖ Paint Shop PEB Building – 1.80 Mn. Sft – 1100 MT with 7 RCC Utility Buildings
- ❖ Vehicle Assembly Building PEB – 1.20 Mn. Sft. – 745 MT with 3 RCC Utility Buildings
- ❖ Fabrication Shop Building PEB (G+2) – 1.08 Mn. Sft. – 1054 MT with 3 RCC Utility Buildings

Job Description: -

- ❖ Planning, Co-ordination with Client, Architect, Design dept. for Conceptual Engineering Basic & Detailed Engineering of Civil / MEPF Consultants to release GFC drawings.
- ❖ Prepare Master Project Schedule w.r.t. Clients timeline. Studying Contracts & Design Basis Report.
- ❖ Checking Bill of Quantities (BOQ) w.r.t. Specifications. Space Planning in layout drawing for equipment, HVAC Piping & ducting.
- ❖ Estimate Cost for budget, Coordination for Tendering & bid management, Contract negotiations, Interact with SCM team to release POs to resp. Contractors.
- ❖ Co-ordinate & Obtain all Statutory compliances with SIPCOT with relevant document submittals.
- ❖ Monitoring Contractors Resources viz. manpower requirements, Construction Machinery
- ❖ Organizing Weekly Review meetings prepare MoM (Minutes of Meeting) reports & follow up.
- ❖ Maintain proper records of Site Measurements, layout designs, textures, paints etc. Approve Modular furniture & storage units for procurement as per designed Workstations for Interior Office Fit-outs
- ❖ Measure & mark on-site – Space program for raised floors, suspended ceilings, MEP – Fire services lines, ductwork, piping, lights and cable runs for power, communications, and computer networks.
- ❖ Planning, Co-ordination & Execution support / drawing interpretation to all Civil, PEB & Interior Contractors / MEP Vendors working at site, maintain sequence of work, enabling workflow.
- ❖ Daily Project Management of Site w.r.t. Micro-Schedule by DPR, WPR & MPR for smooth progress.
- ❖ Check Quality deficiencies to issue NCR & close with Corrective Action report (CAR) by all contractors. Certification of Rate analysis for extra items.
- ❖ Safety Inspection of Lifting Tools & Tackles, Electrical installations, and check statutory compliances.
- ❖ Quality Assurance Monitoring w.r.t. Quality Manual. Check Construction / Interior works materials.
- ❖ Conduct periodic Inspection as per *Test Plan* at Site QC Laboratory & 3rd party Lab for construction materials. Check & approve Method Statements for execution of works.
- ❖ Identify & List out Snag points & generates snag report to dilute by timely follow-up for handover.
- ❖ Certify Running Account bills of Contractors, Suppliers and Consultants.
- ❖ As-built drawings certification & Hand over the Project to end user / operations with all pre-requisite documentation to close-out.

From Sept 2012 to Aug 13:

Worked as “**Project Manager** – with **Vishal Projects & Infrastructures Ltd. “Hanging Gardens Project”**
For **Lanco Hills Technology Park Pvt. Ltd.** Hyderabad. For Construction of **Villas – 56 (G+3) buildings** with Swimming Pool, High Rise Building – 33 Floors No. (9 & 10) Finishes & Handover.

- ❖ Planning Construction program for time schedules, resource planning, methodology & materials submission at the site for Villas construction.
- ❖ Construction of Villas with high-quality finishes, execution of Services, Sewerage system, water supply & road work
- ❖ Co-ordination with Client, Architect, Engineers, Consultants for interpretation of designs and drawings in coordination for smooth execution of project.
- ❖ Implement the QA / QC management system at site. Finalization of Trail Mix designs. Set up Quality Lab. Periodic checking for calibration of Quality instruments as per Inspection Test Plan.
- ❖ Issue Checklists for inspection to site Engineers / sub-contractors as per Methodology. Coordinate quality inspections for pre & post activity. Control all non-conformance reports (NCR) with remedial action.
- ❖ Conduct Quality control tests as per IS codes and standards at QC Lab & 3rd Party Lab w.r.t. Test Plan. Maintain all records for Quality Control.
- ❖ Take corrective measures to avoid wastage of material and labour / cleanliness & housekeeping at site, Mobilization & Allocation of labour in the site as per project requirement.
- ❖ Responsible for setting out of Road works, height profiles for road structure, kerbs and drainage. Environmental checks on nearby streams and design issues that might come up on site.
- ❖ Monitor and track the Project Construction Schedule with DPR/WPR. Ensuring on time Safety, Statutory compliance.
- ❖ Internal / External floor finishes, Internal Wall finishes / External Paint texture as per Architect's & Interior designer
- ❖ Kitchen and bedroom cupboards, Kitchen counter tops and vanity tops fixing & installation in conjunction
- ❖ Electrical conduit & light fittings / Plumbing installation & Sanitary Fittings in coordination with Interior Designer
- ❖ Pergolas and any similar shading or screening per the Architects details, Swimming Pools per the Architects details,
- ❖ Landscaping falling within the individual plots and general landscaping to the development executed on a design and supply basis with a renowned landscaping contractor in accordance with the Management Association's Guidelines,

From April 2010 to Aug 2012: **Manager Infrastructure Planning – Vodafone India Limited**, Mumbai
 Worked as “**Manager Infrastructure Planning**” with “**Vodafone India Limited**”, Mumbai. A 400 Crore Green Field Tier IV Data Centre in 41760 sq. ft with composite hollow steel square structure. Leed Platinum rated

- ❖ Act as “**Resident Manager**” On-Site Construction of “**Vodafone Data Centre – A**” Tier IV – LEED Platinum, Fault Tolerant, Site Infrastructure Mandate Transformers – (N+N), Redundant UPS – 2(N+1) dual power connectivity is available up to the rack level (eliminating single point of failures) along with (N+N) redundant DG sets. HSD tanks (Diesel reservoir) which can run for 12 days on full load.
- ❖ Coordination for all aspects of the entire Data Center (DC) Lifecycle construction starting with the site feasibility, through the procurement of the design teams and design review, daily construction oversight, and commissioning of completed facilities.
- ❖ Project Management and oversight of construction related activities for new builds or general Capital projects. Monitor PMC, Civil & MEPF Contractors daily works for execution.
- ❖ Develop detailed designs, construction, successful commissioning, close-out and hand-off to operations with lowest Total Cost of Ownership (TCO), meeting safety, Cost, Schedule, Quality goals.
- ❖ Meet with various project managers throughout each week around the project status to ensure that each project, within the program, are financially on track and aligned to Project Charters, Vendor Contracts & Purchase Orders
- ❖ Review of Constructability of Electrical and Mechanical system and building designs associated with the construction of new Switching centers or the optimization of existing Switching & Data centers (DC)
- ❖ Coordination with Large Electrical / HVAC / Turn-key contractors. Managing HT/LT installation, HVAC installations and Automation.
- ❖ Planning & Coordination for Space Collocation for installation of Racks, Switching equipment, MSC Layout approvals for MEP equipments DG, Transformers across all Vodafone Switching Centers.
- ❖ Infrastructure building for Towers construction, Cost analysis, Internal and external co-ordination for Space Co-location at Assam & North East states.
- ❖ Infrastructure Manager for Vodafone Office Building cum MSC Infrastructure development – 22,000 sq. ft. 65cr. Warehouse 30,000 sq. ft. Resulting as Model Switching Centre in the Country & showcased at Vodafone Greece. for Vodafone Essar Spacetel Ltd. Guwahati, Assam
- ❖ **Health, Safety and Wellbeing – HSW** – As Element Leader; Achieved Level 5 certification & obtained 80 % score for Element - 11 (PPE) under International Safety rating System (ISRS); audited by DNV

From Sept 2008 to April 2010:

Worked as “**Manager – Infrastructure**” with “**Vodafone Essar East Ltd**”. MNC, GSM Telecom Operator at Kolkata, West Bengal, Andaman & Nicobar Islands, Assam & North East. Infrastructure development for Switching Centres – 4 Nos. Construction of GSM Cell Tower sites – **5010+** sites and OFC Network – 3750 Km.

From Sept 2005 to Sept 2008: Worked as “**Deputy Manager – Quality**” with “**Hutchison Essar East Ltd**” MNC, GSM Telecom Operator at Kolkata, West Bengal, Andaman & Nicobar Islands. Infrastructure development for Switching Centre Buildings – 3 Nos. Construction of GSM Cell Tower sites – **3750+** sites & **2810** KMs. of OFC Network.

From Dec 2004 to Sept 2005:

Worked as “**Project Manager**” with “**CH2M Hill Construction (I) Pvt. Ltd**”, a MNC having Turnkey Projects Ericsson-Bharti NESA {North East States & Assam} – Airtel Towers infrastructure construction -- 225+ cell sites. Full Turnkey **Infrastructure Manager** for Airtel Network roll out Project” for Assam & Northeast states {7 states}

From June 2004 to Dec 2004:

Worked as “**Manager – MAN (Metro Access Network)**” “**Videsh Sanchar Nigam Ltd.**” Hyderabad {deputed Tata Teleservices Ltd.} UG/Ariel laying of Fibre to the premises (FTTP) broadband to HNI Customer In-Building ONU

Aug 1999 to June 2004: Worked as “**Senior Engineer**” in **Tata Teleservices Limited**, at Bangalore, Hubli, Dharwad & Belgaum at Karnataka Circle in Operations Support Dept. for Project Moon Walk. Tower Cell sites Worked As “**Engineer – Outside Plant**” at Hyderabad, Vijayawada & Visakhapatnam – MSC Building / CSA infrastructure & Fibre (OFC)/ Copper laying works, Erection of Pole DPs, ODPs for Ariel cabling work for DELs

Nov 1998 to Aug 1999: Worked As "**Inspection Engineer**" with "**Tata Lucent Technologies Ltd.**" (*Turnkey Contractor for Tata Teleservices Ltd.*) at Hyderabad. Vijayawada Main Switching Centre (MSC) infrastructure Trench excavation, Ducting DWC, Laying Optical Fiber cable (OFC) drums, Horizontal directional drilling (HDD), Manhole erection for OFC splicing, testing at POP & Switching centre measured by Optical time domain reflectometer (OTDR). MIS Reports, DPR, WPR, MPR for Office work. Measurement sheet (JMR) preparation for Contractors Bills on timely payments.

Oct 1996 to Nov 1997: Worked as "**Site Engineer**"

With **IVRC Ltd.** "(I X 500) MW. HVDC, BTB, Project" at **Power Grid Ltd.**, Visakhapatnam.

- ❖ Responsible for all construction works of Main Plant starting from Boundary wall construction, Site leveling / Piling to Civil Structures like A.C Service Building, Valve Hall, Oil Storage Tank, & 11 kV. Sub-Station,
- ❖ Providing Rails for Movement of E.O.T Crane for erecting steel stanchions. Surveying of all the above Structures and providing grid lines by closing the traverse, From Various Co-ordinates with theodolite.
- ❖ Responsible for coordinating with supervisors, contractors, and design professionals to discuss and resolve matters such as work procedures, complaints, and construction technical queries.
- ❖ Interpret and explain Construction plans and Contract terms to Construction Engineers and Contractor Supervisors. Monitor & ensure adherence to time schedules for the civil construction activities at the site.

May 1995 to Oct 1996:

Worked As "**Junior Engineer – Civil**" with **RKEC Projects Limited** for "**Rain Calcining Limited**" Producing Calcined Coke with 41 MW Power Generation Facilities at Visakhapatnam.

- ❖ Surveying with Auto Level for fixing various benchmarks by transferring from DGNPs permanent Level for Earthwork Leveling the RCL's plant.
- ❖ Levelled Total Site with Gravel Laid W.B.M. Roads for Materials to come into the Site. Also stabilized the Soil by Using Geo-Technique Process by Using Band-Drains for Stacker Reclaimer.
- ❖ Surveyed Conveyor-Belt (500 Mtr.) by closing the Traverse accurately with 1"sec Theodolite connecting to Day-Bin Building.
- ❖ Constructed all the PEB / RCC Structures by using DMC (*Direct Mud Circulation*) Pile-Foundation and constructing Pile-Caps for further construction of Super Structures, Like Cooling Towers, Boilers, Weighing Bridge, and Administrative Building.
- ❖ Constructed & Erected 6 Silos, Chimneys by Using Slip-Form Technique By Using Dakota Form Work.
- ❖ Provision of Jetty between N-14 & N-15 (LST Berth N-14A) Slipway at Naval Dockyard, Visakhapatnam, DGNP.
- ❖ Bored cast-in-situ piles with RMC and Diaphragm walls for marine structures. Providing 600mm thick retaining and anchor diaphragm walls with connected civil works. Approach Jetty of 279x19 m on 96 No.'s of ϕ 1000 mm Marine Piles. Construction of 280 M long Berth for a dredge depth of (-) 10.00 M consisting of 10195 Sqm. of 600 mm dia T-shaped Diaphragm wall, in front of 190 Nos. of 1000 mm dia cast-in-situ Bored RCC Raker piles (20 to 23 M depth) (Rake 3:1) with superstructure consisting of cast-in-situ RCC Beams and Deck slab.

Personal Details:

Date of Birth	:	8 th April'1974
Qualification	:	B.E. Civil (1990 - 1994)
Language Known	:	English, Hindi, Bengali, Telugu, Tamil, Kannada
Computer Skills	:	MS Office, MS Project,
Strength	:	Team management, Negotiation and persuasion skills, Problem solving,
Hobbies	:	Enjoy Reading, Traveling, and Playing Table Tennis.

Declaration: I have attempted to express my aspirations and desires for Employment in your Organization assure that I would live up to the confidence reposed in me by way of employment

Station: **Vijayawada**

Roop Kamal

To

Date: 27-06-2023

Mr. Soham Modi

AMTZ MEDPOLIS SQUARE PVT LTD

BUILDING NO. AMS 801

Sub: Confirmation of handling Project

Dear Sir

With reference to discussion with Mr. Jay Kumar AGM - HR, I hereby accept the proposal of Salary & Incentives. I

I hereby confirm that I can handle the given Project AMS 801 as per schedule given by Management.

I sincerely thank the Management for providing the opportunity and I will be joining on 06-07-2023. I will be coordinating with my Team members & Engineers with immediate effect.

Thanking you Sir,

B. L. V. 27/06/2023
Recd Kumar

MEMO

AMF 2

DATE & FROM:	TO & REMARKS.
Jai Kumar 28/6/2023	MD
	Acceptance letter from P.M's of AMF 2
1.	Roop Kamal accepted Salary + Incentives offered for AMS 801 Date of joining 6/7/23
2.	Srinivasan accepted same offer for AMS 4554. Date of joining 3/7/23.
	Both will be available and co-ordinate on phone / online zoom
Note:	Both are happy after declaring about Incentives.

To

Date: 27-06-2023

Mr. Soham Modi

AMTZ MEDPOLIS SQUARE PVT LTD

BUILDING NO. AMS 801

Sub: Confirmation of handling Project

Dear Sir

With reference to discussion with Mr. Jay Kumar AGM - HR, I hereby accept the proposal of Salary & Incentives. I

I hereby confirm that I can handle the given Project AMS 801 as per schedule given by Management.

I sincerely thank the Management for providing the opportunity and I will be joining on 06-07-2023. I will be coordinating with my Team members & Engineers with immediate effect.

Thanking you Sir,


27/06/2023
Ravi Kant

Date: 27/06/2023

To

Mr. Soham Modi (MD)

AMTZ

Med Polis Square Pvt Ltd

Building No: 4554 AMS

Sub: Confirmation of handling Project

Dear Sir,

As discussed with HR (AGM)
Mr. Jayakumar my self Accept the
Proposal of salary and Incentive.

I hereby confirm the Project
which you allotted 4554 AMS, I can
handle the given Project, as per
Schedule given by management.

I sincerely thanks to management
for providing me opportunity and I will
Joining 3-07-2023, by the time
I will coordinate with my Junior Engineers
by Phone. with Immediate effect.

Thanking you

R. Srinivasan

Atul