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

Name	C. VITAY RAJ
Salary.	2000=
Conveyance	Included speed on Est. D
Mobile Allowance	□ Nil □ Rs. 250 per month.
PF & ESI	☐ No PF & ESI ☑ Only after:3 months ☐ Pay ESI & PF
Probation Period	3 months [ Nil
Salary révision	☐ After 3 months ☐ Next April
Employee	MPIPC
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Page 5 of 5

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Bio-Data

Note: Attach copy of Resume / Bio-data

Bio-data

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Application for post of	
	Site Engineers
Date of application	
	05/05/2008
Application through	
	□Advertisement □Referred by: 6 Tolk Kumaki

Personal Details	
Name	G.VIJAY RAJ
Age	24,
Fathers Name	29 years Date of Birth 64/07/1978 G.ANAND RAJ
Address for Correspondence	HIND! - 12-10-362, SEETHA-PHALMANDZ, SEC-BAD-61.
Phone no. for correspondence	9849497489
Permanent Address	4.10,-12-10-362
	SECTHAPHALMANDS SECRAN-LI

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Location	VASAVI COLLEGE OF ENGG.
Year	IBRAHIM BAGH
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**Experience & Employment Details** 

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Last drawn salary	Site Engineer
Brief Description of work	12,0001-
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Designation	The state of the s
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#### CURRICULAM VITAE

**建碱酸铁铁铁石 (1)** 

Vijay Raj.G

Email:

rajvijay03<u>@gmail.com</u>

0):

+91-9849497484

#### **Career Objective**

Seeking a challenging position as a professional, wherein given a chance of proving my mettle to the best. To accomplish my responsibilities to best of my efficiency in the field of Civil Engineering & Interiors execution and to work hard in achieving the assigned task towards the organizational and personal growth.

#### **Employment History**

#### M/s Pavani Estates Pvt Ltd Site Engineer

October 2007 - Till date

As a Site Engineer, I carried out the Quantity Estimation of the different materials used in various Corporate Interiors & domestic Interiors. I have been excuting the complete interiors as per the plans given form our design studio. I am managing teams of different contractors and supervisors to excute the projects perfectly and in the stipulated time.

# First Indian Corporation Pvt.Ltd Team Coordinator

August 2003 - October 2007

The key function of this Captive BPO is to constantly maintain and update the Data Base of the Real Estate information server. This BPO provides all the necessary details of the entire American Real Estate to its clients, who are mostly the American Insurance Companies. This is the end process where the data will be uploaded to the database after quality check. Here we check the quality of work done at various levels by using different types of tools and to confirm the exact real estate property.

As a Team coordinator, Reporting daily activities such as Team Production and other MIS reports on daily/weekly/monthly basis. Analyzing the Projects/Volumes and accordingly preparing the targets and ETC's of the team. Preparation of year end appraisals of the team members and providing the constructive feedback regarding their quality and productivity.

### **CORE COMPETENCY**

- Execution of Construction Activities and Interiors perfectly.
- ✓ Proficiency in Civil Software Packages & Software Applications.
- ✓ Good interpersonal skills, committed, result oriented, team leading, hard working
  with a quest and zeal to learn new things at a faster pace and to undertake
  challenging tasks.

### **Educational Qualifications**

- 1 B.E. ( Civil ) from Vasavi College of Engg, Hyderabad.
- 2 Intermediate from St.Peter's Junior College, Hyderabad.
- 3 S.S.C from Sree Balaji High School, Hyderabad.

### Civil Engineering Project

**Project Title:** "Feasibility studies for the construction of flyover along a corridor". **Brief overview of Project:** 

The corridor is from S.R. Nagar to Khairatabad. This is the biggest corridor in Hyderabad City. There are main five intersections in this corridor are S. R. Nagar, Maitrivanam, Ameerpet, Punjagutta and Khairatabad. Though all the roads are wide enough, they are over loaded with heavy traffic. Hence, we concluded that a flyover is required along the above corridor by doing the following surveys – Traffic volume study, Delay study and Public opinion study.

### Extracurricular Activities

1 Was member of the organizing committee of "ACUMEN 99", a National level Technical Symposium conducted by Vasavi College of Engineering.

Participated in the Traffic Surveys as well as geometric surveys related to MCH Project on Junction Improvement.

3 Participated in school and college cricket team

#### Software Skills

Operating Systems : DOS, UNIX, WINDOWS.

Languages : C

Office Packages : MS- Word, Excel, PowerPoint.

Civil Engineering Packages : AutoCAD

## Personal Profile

Father's Name

Date Of Birth

G.ANAND RAJ
04<sup>th</sup> July, 1978.

Marital Status

Male - Married.

Nationality

Indian

Religion

Hindu

Languages Known

Telugu, Hind & English

Hobbies

Playing cricket, Swimming, Surfing Net and Driving.

Permanent Address

H.No: 12-10-362,

Ramalayam St No.4, Seethaphalmandi,

Secunderabad,

A.P.

Date:

Place:

(VIJAY RAJ. G