



# SATYA PAL

SITE INCHARGE - Civil

## PROFILE

"I am a highly experienced Site In charge Civil 10+ Experienced with a proven track record of successfully managing construction projects from planning to execution. Skilled in site supervision, quality control, resource management, and ensuring adherence to safety and regulatory standards. Adept at coordinating with cross-functional teams, contractors, and stakeholders to deliver projects within budget and timeline. Strong problem-solving, leadership, and decision-making abilities, with a focus on maintaining high-quality construction standards and operational efficiency.

## KEY SKILLS & COMPETENCIES

- GOOD KNOWLEDGE OF WINDOWS, MS OFFICE (EXCEL, WORD, POWER POINT AND OUTLOOK) AND INTERNET APPLICATIONS
- ABILITY TO LEARN QUICKLY, ADAPT TO THE DEPARTMENTS REQUIREMENT AND EFFECTIVELY CONTRIBUTE TOWARDS EXCELLENCE IN WORK.
- STRONG AND DEMONSTRATED LEADERSHIP SKILLS
- COMMUNICATIVE AND INSTRUCTIONAL
- ABILITY TO BUILD STRONG INTERNAL RELATIONSHIPS WITH OTHER DEPARTMENT.
- CONCEPTUAL AND ANALYTICAL ABILITIES
- MAINTAIN OBJECTIVITY AND CONFIDENTIALITY AS REQUIRED BY THE SITUATION

## ACHIEVEMENTS

- 73,000 Sq. mtr of VDF Flooring inspection done in polymer block, WBPB
- As of now 1,20,000 Cum of concrete produced and dispatched from M1 B/Plant
- 814 Cum of concrete produced in one day within the congested area.

## TECHNICAL COURSE

COMPUTER FUNDAMENTALS, MS OFFICE, MS-EXCEL & INTERNET USER INFORMATION AND COMPUTER TECHNOLOGY ASSESSED

## WORK EXPERIENCE

### Site In charge - Civil Strata Geosystem Pvt. Ltd. - IN 2018–Present – (7Yrs)

#### ❖ Project Management:

- Supervised and coordinated day-to-day construction activities to ensure timely project completion within budget and quality standards.
- Monitored project schedules, resource allocation, and progress to meet deadlines and milestones.

#### ❖ Site Supervision:

- Conducted site inspections to ensure compliance with design specifications, safety regulations, and quality standards.
- Oversaw subcontractors, vendors, and on-site teams to optimize productivity and efficiency.

#### ❖ Quality Assurance/Control (QA/QC):

- Implemented quality control measures to ensure materials and workmanship adhered to industry standards.
- Prepared and reviewed project documentation, including daily progress reports and inspection logs.

#### ❖ Resource and Cost Management:

- Planned and managed material procurement, workforce allocation, and equipment usage to optimize cost efficiency.
- Reduced project delays by identifying and mitigating potential risks and bottlenecks.

#### ❖ Stakeholder Coordination:

- Communicated with architects, engineers, and clients to ensure alignment on project requirements and deliverables.
- Resolved on-site challenges by collaborating with cross-functional teams and contractors.

#### ❖ Safety Management:

- Enforced compliance with occupational health and safety (OHS) standards, reducing on-site accidents and maintaining a safe working environment.
- Conducted regular safety audits and toolbox talks for the workforce.

### Engineer – QA/QC L&T CONSTRUCTION - IN 2014–2018 (4Yrs)

- Study, Review and Circulate the Approved drawings to the Site team for execution.
- Completion of project tasks as per schedule.

## **CONTACT**

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- Follow the best construction practices to avoid the rework at the site.
- Ensuring the Zero accident at the site during the project.
- Attending the Client meetings.
- Vendor & Contractor management.
- Check the vendor invoices for certification and provide a measurement sheet for verification.
- Participated in regular meetings with supervisors to discuss ongoing projects and progress updates.
- Review the vendor invoices for certification.
- Review the WCC and facilitate signoff from a client with respect to BBU.
- Closure of non-compliance and compliance reports.
- Proper Coordination with inter-department teams for the sequence of the works as per the process.
- Provide training and work knowledge to the contractor and team members.
- Provided technical support to other departments regarding mechanical issues related to their work operations.
- Design Mix, Aggregate Testing, Cement Testing, Cube Testing.
- Concrete Beam Testing. Compaction Testing, MDD&OMC Testing.
- PQC Testing, DLC Testing.
- Material sample Testing in house and Third party.
- Concrete dispatching from Batching plant (M1 B/Plant).
- QA/QC Documentation as Per ISO Requirement.
- Preparing and updating daily progress of concrete
- Conducting Quality training for workmen.

## **EDUCATION AND TRAINING**

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### **DIPLOMA IN CIVIL ENGINEERING – 01/2014**

HIMALAYA EDUCATION INSTITUTE MANAGEMENT AND TECHNOLOGY-  
New Delhi

**12<sup>TH</sup> (BOARD OF HIGH SCHOOL AND INTERMEDIATE EDUCATION U.P)**

SDSL IC. SITHMARA 2011

**10<sup>TH</sup> (BOARD OF HIGH SCHOOL AND INTERMEDIATE EDUCATION U.P)**

SDSL IC. SITHMARA 2009.

## **ACTIVITIES AND INTERESTS**

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- DRAWING
- BROWSING INTERNET
- PLAYING CRICKET
- WRITING

## **LANGUAGES**

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- English
- Hindi