

Sr. Engineer (Billing & Planning)

Name: Deepu Razak

Address: B58 Bank Colony, Gole Ka Mandir, Gwalior (MP)

Pin: 474005

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Contact No.: +91-8899237238, 7879120694

**CAREER OBJECTIVE**

To work in a challenging environment demanding all my skills and efforts to explore and adapt myself in different fields and realize my potential where I get the opportunity for continuous learning.

Desire to work with the organization in cool environment and disciplined manner with seek to grow with suitable opportunities and to get succeed in an environment of growth and excellence.

QUALIFICATION

Qualification	Subject	Institute	Batch	Marks
M.tech	Highway Engineering	SRM Global (Naraingarh) Ambala	2016-17	74%
B.tech	Civil Engineering	SRM Global (Naraingarh) Ambala	2010-14	74%
Intermediate	Non Medical	CBSE	2008-09	67%
High School	All Subjects	Haryana Board	2006-07	8.4 (GPA)

KEY SKILLS

1. Basic Knowledge of Bentley MX Road Software & Geometric Design as per IRC Codes.
2. Basic knowledge of Civil 3D
3. Basic Knowledge of Total Station.
4. Good Knowledge of AutoCAD.
6. Preparation of Bills (SPS & IPC)
7. Subcontractor billing
8. Calculation of quantities
9. Preparation of Monthly Progress Report (MPR) and safety reports.
10. Letter writing and document management
11. Excellent Typing Speed (50+ WPM)
12. Good knowledge of MS Office

SOFTWARE SKILLS

1. Bentley MX Road
2. Civil 3D
3. MS Office
4. Google Earth

WORK EXPERIENCE (5.2 Years)

S.No.	Organization/Firm	Location	Project Cost (Cr.)	Year
1	SRM Contractors Pvt. Ltd.	J&K	194.00	Jan 2018-Mar 2019
2	Shivalaya Const. Co. Pvt. Ltd.	Nagaland	407.00	Apr 2019-Nov 2020
3	MKC Infrastructure Ltd.	MP	840.00	Dec 2020-Oct 2022
4	GR Infraprojects Ltd.	Gujarat	1085.00	Oct 2022 to Jan-2024
5	Shree Riddhi Siddhi Buildwell Ltd.	HO, Agra	Various	Jan-2024 to till date

Duration: January 2024 to till date
Employer: Shree Riddhi Siddhi Buildwell Ltd.
Project: Various projects Designation: Sr. Engineer (Billing & Planning)
Responsibilities
1. Correspondance drafting and documents management. 2. Client Billing & Subcontractor Billing. 3. Preperation of resource based work program. 4. Monitoring of assigned projects and preperation of Planned vs Achieved financial as well as physical progress. 5. Checking of various reports such as MPR, QPR, and other reports required by Client/Authority.
Duration: Octoberr 2022 to January 2024
Employer: GR Infraprojects Ltd.
Project: Upgradation to Four Lane with Paved Shoulder of NH-341 from Bhimasar Junction of NH-41 to Anjar-Bhuj upto Airport Junction, Km 0.000 to Km 65.478 in the State of Gujarat on Hybrid Annuity Mode Client: NHAI Consultant: LN Malviya Infraprojects Project Cost: 1085.00 Cr. Designation: Sr. Engineer (Planning)
Responsibilities
1. Correspondance drafting and documents management 2. Preperation of DPR, NDP, RFI, MPR, Strip Chart 3. Preperation of Monthly Requirement Plan, Work Program, and calculation of quantities 4. Entries in SAP 5. All other activities directed by seniors
Duration: December 2020 to October 2022
Employer: MKC Infrastructure Ltd.
Project: Construction of Eight Lane access-controlled Expressway Carriageway from Bani village to Bardawadi village of Mandsaur district (Ch. 517+420 to 546+920; design Ch. 65+000 to Ch. 94+500) section of Delhi - Vadodara Greenfield Alignment (NH148N) on EPC Mode (PACKAGE -19) Client: NHAI Consultant: M/s ICT Pvt. Ltd. in association with MSPARK Futuristics & Technocrats Pvt. Ltd. Project Cost: 840.00 Cr. Designation: Quantity Surveyor
Responsibilities
1. Client Billing (SPS & IPC) with all related documents 2. Preperation of DPR, NDP, RFI, MPR, Strip Chart 3. Preperation of Finanacial & Physical Progress Reports 4. Entries to SAP 4. Letter writing and managing of documents

Duration: April 2019 to November 2020

Employer: Shivalaya Construction Co. Pvt. Ltd.

Project: Construction of 2 lane with hard shoulder from Chakabama to Zunheboto road on EPC basis (design length 0.000 to 50.000 Km) in the state of Nagaland under SARDP-NE (PKG-01 & 02)

Client: NHIDCL

Consultant: PIDCPL-OMS Infra Projects Pvt. Ltd.

Project Cost: 233 Cr. (PKG-01) + 174 Cr. (PKG-02) = 407 Cr.

Designation: Asst. Quantity Surveyor

Responsibilities

1. Preparation of Bills (SPS & IPC) with all related documents
2. Preparation of DPR, NDP, RFI, MPR, Strip Chart
3. Preparation of Financial & Physical Progress Reports
4. Letter writing and managing of documents

Duration: January 2018 to March 2019

Employer: Shree Ram Mehta Contractors Pvt. Ltd.

Project: Widening and up-gradation to 2 lane with paved shoulder configuration and geometric improvement from km 0.000 to km 16.990 (Phase-I) on Chenani - Sudhmahadev section of NH-244 in the State of Jammu & Kashmir on EPC Mode

Client: NHIDCL

Project Cost: 194 Cr.

Designation: Highway Engineer

Responsibilities

1. Help in designing of Alignment using MX Road
2. ROW Marking
3. Pegging of Centre Line
4. Client Billing
5. Preparation of Daily Progress Report
6. All other activities directed by seniors

SALARY STATUS

Current Salary: Rs. 62,000 including all allowances)

Expected Salary: Rs. 72,000 (including all allowances)

PERSONAL QUALITIES

1. Dedicated
2. Hard Working
3. Team Spirit
4. Ability to quickly grasp new concepts

PERSONAL DETAILS

Name : Deepu Razak

Date of Birth : 15-05-1991

Father's Name : Mr. Ram Dhun Razak

Nationality : Indian

Marital Status : Married

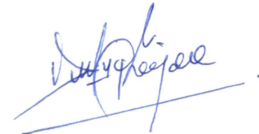
Launguages Known : Hindi, English, Punjabi, Haryanavi, and Dogri

Contact No. : +91- 8899237238, 7879120694

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SELF DECLARATION

I hereby declare that the information given above is true to the best of my knowledge and belief.



Date: 1-Mar-24

Signature