

# AKASH GUPTA



## About Me



September 01, 1993



Kanpur, Uttar Pradesh



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- Dynamic individual with highly motivated and positive approach towards life.
- Dedicated civil engineer with experience in a various engineering aspects of projects.
- Have professional presence with ability to work independently.
- Focuses on working within Project Timeline & Budget.
- Ensure smooth operations from conceptualizing phase to completion incorporating the technical requirement of the project.
- Good knowledge of civil works for substation projects.
- Seeking a position to exercise my managerial and engineering skills in an environment to develop continuously.



## Work Experience

**October 2018 – Current**

**Assistant Manager (Projects)**

EAST INDIA UDYOG LIMITED

Ghaziabad, Uttar Pradesh

### Projects Name:

- Construction of 4 Nos. 33/11kV PSS in Giridih (Jharkhand) under DDUGJY Scheme
- Construction of 5 Nos. 33/11kV PSS in Godda (Jharkhand) under DDUGJY Scheme
- Construction of 3 Nos. 33/11kV PSS in Palamu (Jharkhand) under DDUGJY Scheme
- Construction of Extension 5 Nos. 33kV Bays in Godda (Jharkhand) under DDUGJY Scheme
- Construction of 3 Nos. 33/11kV PSS in Gopalganj (Bihar) under RGGVY Scheme
- Construction of 3 Nos. 33/11kV PSS in Saharsa (Bihar) under IPDS Scheme

Currently, managing these projects for their smooth & timely execution. Monitoring the Project Schedule and cost control for these projects. Creating effective coordination with key stakeholders (client, site team & management) to keep them informed & in the same path. Scrutinizing over the tender specifications of the projects along with the technical specification and reports for tender & design purpose. Also, determine the Pre tender budget & Post tender budget based on engineering requirement as per site requirements & conditions.

- Creating a planning horizon, coordinating and monitoring the schedule along with budget.
- Prepare project estimation cost through rate analysis, detail engineering for planning resources & tender team.
- Breaking up and preparation of BOQ as per engineering requirement & survey for easy bifurcation of project activities.
- Monitor, analyse & control financial impact of various activities of execution effecting budget.
- Collaborating with the design teams to develop various drawings and design work according to the project scope.
- Reviewing the drawings to ensure the technical requirement of the project, ease in operation & the cost effectiveness is achieved.
- Auditing the foundation drawing, structural drawing & GTP of equipments to meet the design need accordingly.
- Scrutiny of indent for specification, quantity requirement of project for timely procurement.
- Raising bills to client with all the required documents to get it cleared within stipulated time as per payments terms mentioned in Tender /Contract Agreement.

- Checking of Subcontractor progress & Validate their associated payment request (Bills) timely.
- Preparation of Target/Action Plans/Activities Chart for timely & smooth execution of project activities and presenting to management on Monthly/Weekly basis.
- Summarizing various data to prepare Project Progress Report (PPR) & Management Information System (MIS), Cash Flow for the projects in close coordination with finance team.
- Drafting contracts & negotiate the changes with designers, execution team & sub contractors.
- Ensuring projects adhere to framework and all documentation is maintained appropriately for each project.
- Maintaining a dashboard of major construction material rates & updating same for rate analysis of various activities.
- Supervising the Techno Commercial operations related to Project Planning, Execution & Site Management.
- Reconciliation Statement of Client Bills Vs Sub Vendor Bills & Major construction materials.

**June 2016 – October 2018**

**PROJECT COORDINATOR**

GEPDEC INFRATECH LIMITED

NOIDA, Uttar Pradesh

**Projects Name:**

- Extension of 2Nos. 400kV Bays, Aligarh (U.P)
- Construction of 220/33 kV GIS Sub Station, Noida (U.P)
- Construction of 132/33 kV AIS Sub Station, Jamui & Banka (Bihar)
- Construction of 220/33 kV GIS Sub Station, Baram (Uttarakhand)
- Construction of 220/132/33 kV AIS Sub Station, Jasidih (Jharkhand)
- Extension of 220kV Bays at Ajmer, Chittorgarh & Babai (Rajasthan)
- Construction of 33kV GIS Line Bays in form of Indoor GIS Panels at 220/132/33kV AIS Sub Station in Patna, Bihar(BSPTCL) under ADB funded Project.

Analyzing the technical specifications of the projects and co-ordinating it with the design. Studying the drawings, survey report to determine the key points for design & execution. Determining the cost budget based on engineering requirement. Also, preparing the design documentation needed during the course of the project.

- Maintaining & monitoring project plans, project schedules, work hours, budgets & expenditure.
- Analyzing the course of the project and reporting its status to the management.
- Collaborated with clients, consultants and contractors to resolve a myriad of engineering and design issues.
- Prepare project estimation cost through detail quantity estimation & rate analysis for procurement & planning resources.
- Providing civil costing to the tender team through detail tender specifications.
- Breaking up of BOQ as per engineering requirement for easy bifurcation of project activities.
- Resolving the technical queries raised by the client.
- Maintaining the Procurement schedule for the materials as per site requirement to avoid delays.
- Preparation of the layout drawings (Electrical layout, Foundation Layout, Cable Trench Layout, Drain Layout etc.) along with the design team providing them with key points as per site topographical condition & project scope.
- Reviewing the GTP of Equipments to ensure the structure & foundations drawing are correlated.
- Coordinating the approval of drawings with client, Consultants & vendors.
- Checking of Drawings developed by draughtsman.
- Perform site inspections and prepare technical reports like Consumption Charts & Progress Report (PR).
- Billing to client and verification of the vendor bill according to the executed quantities.
- Carrying out negotiation with subcontractors & vendors.
- Evaluation of vendor packages, finalization of scope of supply.
- Developing various data sheets like Job Cost Analysis & Expenditure Chart and assisting in Project Monthly Review (PMR).

**June 2015 - May 2016**

**SITE ENGINEER**

SCOTTA INFRASTRUCTURE PVT LTD.

Lucknow, Uttar Pradesh

**Project Name:**

- Construction of 132/33 kV GIS Sub Station, Lucknow.

For execution of various construction activities within the time frame of the project. Monitoring the site progress and resolving the site issues effectively. Also responsible to maintain the co-ordination with the project team & client.

- Detail site layout and markings according to the drawings.
- Checking level and survey work as per needed.
- Preparing Bar Bending Schedule (B.B.S) and Quantity take off Records.
- Maintaining and updating the Site Progress Report on daily basis.
- Executed various project construction activities with attention and adherence of safety and quality measures.
- Coordinate and managing the construction team and administration department for a fluent working of project.
- Preparing bills according to the executed quantities for billing to client
- Verification of Sub Contractor bills and sending it to Head Office for further payments.
- Working knowledge of erection, commissioning and execution activities.



## Skills

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- Good understanding of standard engineering practices in Power Projects.
- Ability to identify alternative approaches and solutions to complex problems.
- Skilled in coordinating projects and keeping all parties on the same path in order to stay on schedule.
- Good communication skills when coordinating between clients and management.
- Ability to work in high pressure environments
- Efficient Management and Organizational Abilities
- Experience in design and scientific software such as AUTOCAD, MS OFFICE and STAAD PRO.
- Good negotiating and leadership skills
- Quick learner & team player



## Education

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**Bachelor of Engineering in Civil Engineering**

Babu Banarsi Das Engineering College

APJAKTU(2011-2015)

Lucknow, Uttar Pradesh



## Training and Certifications

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- AUTOCAD SOFTWARE, CADD CENTER, 2012
- ACADEMIC TRAINING, UTTAR PRADESH RAJKIYA NIRMAN NIGAM, 2014
- STAAD PRO SOFTWARE, CADD CENTER, 2017
- PMP(Project Management Professional )Trained Professional by PMI (US), 2019



## Computer Proficiency

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- MS OFFICE
- MS PROJECT
- AUTOCAD
- STAAD PRO



## Languages

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- English
- Hindi



## Interests

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- Playing Cricket
- Listening songs
- Writing Poems & Articles
- Spending time with family & friends



## Personal

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Father's Name:	Mr. Anjay Gupta	Marital Status:	Single
Birthday:	September 01, 1993	Nationality:	India
Gender:	Male		

## Declaration

I am keen to continue my career and I hereby declare that the information furnished above is true to the best of my knowledge.

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AKASH GUPTA  
Noida, Uttar Pradesh