

CURICULUM-VITAE

Corresponding Address

House No. F-89 ,Gali No- 4
East Vinod nagar
New Delhi -110091

Mob No. & WhataApp-**7715927848**,

Email id: - jitendradmc@gmail.com

JITENDRA SINGH NEGI

CAREER OBJECTIVE: -

To apply my theoretical knowledge and skills into practical environment where I can give best of myself to pursue a profession, which would help me to endlessly enhance my skills & knowledge. Willing to accept challenging career in Auto Cad Operator & Site Supervisor and seeking for a position where I can utilize my technical skills and professional experience, to provide best of mine for the success and growth of the organization and gain satisfaction thereof.

SUMMARY: -

I am hard working and sincere person like taking responsibilities and fulfilling them by working with you. I will make best use of my strong points and improve upon my weakness by working under your guidance.

PROFESSIONAL PROFILE: -

I have 10 years' experience with engineering firms in the Architectural and site coordination of residential, commercial, hospitality Buildings etc.

WORKING EXPERINCE: -

1. Working with M/s. Lemon Tree Hotel (8 years and running)

- May, 2019 to Present as Project Executive, with M/s. Iora Hotels Pvt. Ltd

Project: 5 star hotel project located in Mumbai, total 2.3 acre land having 669 rooms. 3 basements + G+ 10 upper floor.

- September 2015 to April 2019 as Project Associate, with M/s. Meringue Hotels Pvt. Ltd.

Project: 4 star hotel project located in Mumbai, total 1.5 acre land having 303 rooms. 3 basements + G+ 11 upper floor.

- January 2015 to September 2015 as Draftsman cum Site Coordination, with M/s. Greyfox PMC Pvt. Ltd. (A unit of M/s. Lemon Tree Hotel)

Project: Riviera Woods is an 81.66 Acres integrated township located in Ludhiana having mix of residential complex, independent floor and villas, commercial, club house, school, hospital.

2. Working with M/s. Focus Energy Ltd.

- September, 2012 to December 2014 as AutoCAD Draughtsman.

Project: Mr. Ajay Kalsi farm house construction project located in New Delhi.

PROFESSIONAL QUALIFICATION:

- Diploma in Draughtsman Civil from National Council Dehradun 2010.
- Certificate in Auto Cad from Choice Computer Center Dehradun in 2010.

EDUCATIONAL QUALIFICATION:

- 12th Pass from U.K Board in 2008.
- 10th Pass from U.K Board in 2006.

SOFTWARE SKILLS

- Auto Cad 2004 and earlier 2D (Proficient)
- Tekla Structures (2014) 1 year worked.
- Basic Knowledge of Google Sketch up

COMPUTER SKILL:

- M.S Office (Word, M.S. Excel, Power Point,)
- Paint, Internet

JOBS RESPONSIBILITIES:

- Creating architectural & structural drawing using in AutoCAD.
- Drawing Checking & Modify as per requirement.
- Preparation of Architectural & RCC & MEP Shop Drawings as per site requirement.
- Prepare working drawings and sketches, using AutoCAD, to show section details including elevation.
- Incorporate changes or modifications according to the requirement.
- Maintain the project documentations according to company standards.
- Micro planning of daily construction activities, monitor progress, daily reporting, taking measurements of works done at site.
- Execution of Site work and supervision.
- Coordinate with subcontractors.
- As built drawing.
- Site supervision.
- Checking execution of work as per drawing. Manpower planning. Progress of work, planning according to plan

PERSONAL DETAILS:

Name - JITENDRA SINGH NEGI
Date of Birth - 16-10-1991
Father Name - Shri. Ranjeet Singh Negi
Marital Status - Married
Languages Known - Hindi, English
Permanent Address - Ganpati Dham Phase-2 Udaipuri Chopra, Ramnagar
Nainital Uttarakhand-244715

➤ **DECLARATION:**

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief.

Date: 24-05-2023

(JITENDRA SINGH NEGI)