

RESUME

Rajesh Tanwar

Age- 27

V.P.O:- Agwanpur

Tehsil:- Ganaur , Distt.:- Sonapat

Haryana:-131101

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Career Objective

To give my services by my skills & develop and get exposure as well as contribute to the growth and development of the organization by acting as an active team member.

Technical Qualification:

- Three years Diploma from P.M Polytechnic Kami (Sonapat) in Electrical with 65% marks. (2012)
- Appearing B.Tech. from KSOU in Electrical.

Educational Qualification

- Matriculation (10th) passed from CBSE in 2009.
- 10+2 passed from HBSE.

Experience Summary

- Total Experience: 7.3 years' experience as Production Engineer , Production Supervisor , Project Engineer & Project Coordinator.
- Production Engineer : HPL Electric & Power : (2012 to 2015)
- Production Supervisor : Swiss Auto Pvt.Ltd. (2015 to 2018)
- Project Engineer : Rostfrei Steels Pvt.Ltd. (May 2018 to April 2019)
- Project Coordinator : RSV Techno Solutions Pvt. Ltd. (April 2019 to Feb., 2020)

Company profile –

- ☛ Established in the year 2015 RSV Techno Solutions Pvt. Ltd. in Mubarakpur Dabas, Delhi is a top player in the category CCTV Dealers & Installation service in the Delhi. This well known establishment acts as a one stop destination servicing customers both local and from other parts of Delhi. It is known to provide top service in the following categories: CCTV Dealers, CCTV Installation services, CCTV dealers hikbision. Access Control System dealers & Installation.

Job Responsibility

- Project documentation.
- Resolving issues related to the project.
- **Planning the site with required number of contractors and contract labour.**
- **Preparing site reports & filling in order paper works.**
- Liaising with clients , sub contractors & other professional staff, especially with over all project manager.
- **Setting out sites & organizing facilities.**
- **Ensure projects is completed on time & budget.**
- **Maintains safe & clean environment by enforcing procedures, rule & regulations.**
- **Monitoring activities at sites, reviewing the project schedule, ensuring cost control within budget and planning for cash flow requirements.**
- **Liaising with HO for supply of materials on time and installation at the customer sites as per plan.**
- Placing calls and meting all stakeholders at site.
- **Monitor project schedules regularly to determine any delays or deviations.**

Project View –

- Complete project in Mount Everest base Camp (Namche Bazar)
- Overall 20+ projects comleted in ITC Ltd., Hetro Pharmacitical , Mylan Laboratories. , Lubi
- Electronics, Coca –Cola (Punjab) etc.

Strength

- Honest, Hardworking, Confident
- Ability to work effectively, individually as well as in a team environment.

Personal Details

Father's Name	:	Sh. Surender Kumar
Date of Birth	:	07-12-1993
Sex	:	Male
Nationality	:	Indian
Marital Status	:	Married
Language		Hindi/English
Passport No .	:	R3190650

(Rajesh)