

K.N.D.S.S.RAJESH



Linkedin.com/in/rajesh-kanda-0141a714b

E-mail: rajeshkanda.sn@gmail.com

Contact: +(91)9494846644

OBJECTIVE

Proactive Civil Engineer with hands on experience in Planning and Project management. Adept at strategic planning, technology collaboration, innovation, policy implementation, monitoring and general management. I also wish to perform to the best of my abilities and be receptive to update my knowledge through experiential learning and mutual sharing which could contribute to overall growth of the organization.

PROFESSIONAL SUMMARY

- Project Planning, Scheduling, Monitoring, Cost controlling, Preparing Master Programme, Resource planning, EOT, Project Invoice claiming, etc.
- Budgeting and Forecasting of Cost and Sales. Preparing daily, weekly, monthly reports, and 3-months look ahead plan for Client and Management reviews.
- Monitoring daily progress and comparing with project schedule of work.
- Visit sites to monitor progress & highlighting critical activities to the management.
- Attending Client progress meetings & also conducting internal meetings with construction managers & Engineers regarding issues for achieving targets.
- Monitoring of actual resource availability & analyzing using Histograms.
- Working on activity-based work productivity against established man-hour and duration.
- Estimation of manpower requirement for the project, based on productivity norms.
- Issuing materials & resource forecast plan in line to look ahead plan.
- Highlighting the hinderances on weekly basis to Project Manager & Construction Manager for further improvements.
- Coordinating with Client & Head Office for smooth and hassle-free execution of projects.
- Monthly Client invoicing for maintaining positive cash flow and negative SOI.
- Maintaining customer satisfaction by speedy action to attend their requirement.
- Monthly Subcontractor & Site Engineer, productivity & Efficiency evaluation.
- Preparation of Reconciliation Statements of all the bulk materials.
- Preparing and Submitting Correspondence letters to Client, Consultant & Internal Correspondence.
- Maintaining QMS as per ISO standards.
- Interpretation of drawings and following up of materials with SCM team for further process
- Preparation of BOQ/BOM for various activities in project.
- Liaising with seniors, colleagues, subordinates, workmen and other related departments.

ORGANIZATION TENURE:

- **Larsen & Toubro Limited, ECC Division**
 - Assistant Construction Manager, Jul'21 - till date
 - Senior Engineer, Jul'2018 - Jun'2021
 - Graduate Engineer Trainee (GET), Jul'2017 - Jul'2018

K.N.D.S.S.RAJESH



Linkedin.com/in/rajesh-kanda-0141a714b

E-mail: rajeshkanda.sn@gmail.com

Contact: +(91)9494846644

EDUCATIONAL QUALIFICATION

Qualification	Institution	University/ Board	Year of Passing	CGPA/ %
B.Tech (Civil)	GMR Institute Of Technology, Rajam, Srikakulam, A.P	J.N.T.U Kakinada	2017	7.50
Intermediate	Narayana Junior College, Kakinada, East Godavari, A.P	Board of Intermediate Education, A.P	2013	91.9%
SSC (10 th class)	Referral English Medium High School, Kathipudi, East Godavari, A.P	Secondary School of Education, A.P	2011	84.7%

HIGHLIGHTS / SKILLS

- Proven Project Management Skills.
- Strong Logical and Analytical skills.
- Ability to understand business requirements and translate them into technical parameters.
- Adaptable to cross functional roles with multi-culture and multi-lingual human resources.
- A knack for benchmarking and optimization.
- Internships at World Class facilities.
- Team player
- Target Oriented.

CERTIFICATIONS / APPRECIATIONS

- Consistently rated 'Top Performer' from 2018 to 2023.
- Certificate of Appreciation as 'Digital Coordinator' for implementing Digital solutions in FY2022-23.
- Certificate in 'Essentials of Project Planning and Control' by L&T Institute of Project Management in Oct'2022.
- Certificate in 'Executive Development Programme' by Symbiosis Centre for Management Studies, Noida' in Jun'2022.
- Certificate in 'IRCA Certified ISO 9001:2015 Lead Auditor Training Course' in Jan'2018.
- Certificate in 'Project Planning & Control' by NPTEL in Mar 2016.

PERSONAL DETAILS

Date of Birth : 28 May 1996 (27 Years)
Languages Known : English, Telugu and Hindi
Marital Status : Single
Passport : No: M4447757, Issued by: Republic of India, Date of Expiry: 10-12-2024
Permanent Address : Door no. 1-225, O C Colony, M. Chamavaram, Rowthulapudi Mandal, East Godavari District-533446, Andhra Pradesh, India.

K.N.D.S.S.RAJESH