

ABHISHEK GUPTA

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Current Address : Delhi-110092

OBJECTIVE

To join an organization this would explore me to the fullest and would use the best of my capabilities in upgrading the interest of both me and myself.

SKILL SUMMARY

- Direct and oversee electrical engineering projects at construction sites, resolving issues and ensuring that work is completed according to technical specifications.
- Developing budgets, schedules, engineering analysis, preliminary designs and obtain resources for the design and installation of electrical/ construction systems.
- Balance project management and engineering tasks ranging from designing electrical plans to monitoring contractors.
- Performed various engineering tasks relating to design and modification of electrical systems and equipment for a power generating station.
- Performed all electrification of works in the construction of building/ house according to the drawings handed over by client/ architect.
- Generated block diagrams, selected electrical components, produced electrical schematics and circuit board layouts.
- In procurement I oversee the purchasing of technical goods and services for the project operation.
- Support the purchasing department throughout the vendor qualification process.
- Respond to material inquiries/issues from the receiving department.
- Completed (quality schedule and cost) of several mechanical system packages.
- Assisting and supporting the project manager as a project coordinator in their daily duties.
- Ensuring that relevant management information is captured and analyzed.
- Track, analyze and communicate project risks and opportunities.
- Maintain all types of MIS sheet related to site and project, letter work done for client.
- Prepare Work orders as per the terms and conditions of the contract.
- Prepare comparison sheet from different vendors as per the quotations.
- Prepare measurement sheet from onsite data & drawings.
- Prepare bill of quantities & bills with rates from Tender.
- Get the bills certified from the client.
- Prepare & process subcontractor bills.
- Data entry & analysis in MS Excel fluently & can do in any software (If trained by the company).
- Check bills raised by the contractor. This includes on-site verification of measurement & verification of rates with Tender.
 - To take the measurement from the site engineer.
 - To process it as per the protocol of the company.
 - To follow up on the accounts department for payment.
 - Review of bills of quantities and item lists.
- **Programming Languages:** C, C++.
- **Operating System:** MS-DOS, Windows 98, 2000, XP, Vista.
- **Software Packages:** Microsoft word, Microsoft Excel, MS Access.

WORK EXPERIENCE

- 1. Working in “Sharda Group” Gr. Noida as a Project Engineer from May 2019 to till now.** My responsibility is to monitor and execute all the Electrical Projects Work in our campus, Electrical Maintenance Work and rectify complaints as well as total electrical work in construction of villa according to drawings handed over by client. I am sole responsible for all the Lifts project work including installation, testing, commissioning and their maintenance work.
- 2. Worked in “Corodex Group” Noida as a Senior Procurement Engineer & Project Coordinator from September 2015 to March 2019 in Power Distribution line project in supply, installation, testing & commissioning of 33/11 Kv Substation project in Faizabad/Ayodhya under RAPDRP-B Project, Client MVVNL (UPPCL) and in Purchase department of Ebullient Cables Pvt. Ltd.**
Responsibilities:-
 - Having the experience to purchase, sourcing & delivery of all electrical material.
 - Expertise in developing local vendors, reducing the cost of procurement of material & supply chain management.
 - Having the capability and efficiency to get material on time.
 - Expertise in maintaining all types of MIS sheet related to site and project.
 - Expertise in Letter work done for our client MVVNL.
 - Expertise in preparing and submitting our supply, erection & supplementary invoice as per LOA to our client MVVNL.
 - Having experience of checking sub contractor bill working in site.
 - Throughout coordination with the client to all the issues in meeting the set supply & erection targets, billing & collection and timely completion of the project.
 - Also have an experience of costing of electrical material for bidding of a tender.
- 3. Worked in Sowil Ltd. Noida from JANUARY-2015 to JULY 2015**
Project Name- TRAFFIC SURVEY ON NATIONAL HIGHWAYS USING PORTABLE AUTOMATIC TRAFFIC COUNTER & CLASSIFIER (ATCC) SYSTEMS (Zone-5)
Client Name- Indian Highways Management Company Limited
Designation- Trainee Engineer Traffic & Transport
Project Name- conducting traffic survey on national highway at sambhalpur in the state of odisha using portable automatic traffic counter & classifier (atcc) system.
Client Name - Kurukshetra Expressway Pvt. Ltd.
Designation- Site In charge
Responsibilities:-
 - Handling the ATCC Survey Equipment.
 - Technical Support of all sites
 - Installation of the device on the sites through which we get the survey details on highways.
 - Handling the team of data analyst.
 - Maintain day to day project diary, records and test data etc.
 - Measurement of all works and maintenance of records and assist in preparation and submission of monthly reports.
 - Ensuring safety at the worksite.
- 4. I have six months working experience in AA Business Firm as a site electrical engineer under contractor in HEART BEAT SOCIETY (AMRAPALI GROUP) Noida from July 2014 to December 2014.**

TRAINING DETAILS

- Done 35 days training at Fabrication Instrumentation at Hindalco Industries Limited on Control Strategies.
- Summer Training on Boiler and Co-generation at Boiler Plant in Hindalco Industries Ltd. (The Aditya Birla Group).

ACADEMIC DETAILS

Year	Degree/Exam	Institution Name
2013	B.Tech. (Electrical And Electronics Engineering)	BBDNITM, Lucknow (U.P.T.U)
2007	10+2 (Non-Medical)	The Aditya Birla Public School, Renukoot, C.B.S.E.
2005	Matriculation	The Aditya Birla Public School, Renukoot, C.B.S.E.

PERSONAL ACHIEVEMENTS

- Captain of the final cricket tournament held at **Departmental level**.
- Won **1st prize** in Inter School Chess Tournament.
- Qualified **NCC 'B'** certificate exam and awarded as **Best Cadet** in C.A.T.C. Camp.
- Won **gold** medal in shooting competition held at NCC camp.

HOBBIES AND INTERESTS

- Playing Volley-Ball. The advantage is that you are learning to work as a team as volleyball is a team sport; also you are learning to work together.
- Playing Table-Tennis. The advantage is that your reflexes and hand-eye coordination become quicker and more refined.
- Playing chess. The advantage is that it sharpens your mind very much.
- Playing cricket. The advantage is that you are able to learn team working effort and mind strategies.

PERSONAL INFORMATION

- **Name:** Abhishek Gupta
- **Father's name:** Mr. Shiv Kumar Gupta
- **Father's Occupation:** Retired from Service
- **Date of birth:** 01st January 1990
- **Gender:** Male
- **Nationality:** Indian
- **Languages:** English, Hindi.
- **Marital Status:** Single.
- **Permanent Address:** MIG-9, IIT Society, Madhavpuram, Kalyanpur, Kanpur-208016, Uttar Pradesh.

DECLARATION

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.