***Mr Kodari Venkatesh***

***Mobile Number; 9912883181***

***Mail ID ;kodari.venkat@gmail.Com***

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**Career objective:**

To pursue career with a progressive and dynamic organization providing a mutually beneficial environment so that to make me efficient and productive

**Work History**;

**AFC India Ltd As A Senior Engineer Oct 2007 To Dec 2018,**

* Regular meetings with the client and client representatives to discuss project progress, etc.
* Monitoring and coordinating other professional consultants (Architecture, Interior, electrical and Structural).
* Undertake regular site inspections and chair meetings with contractor to assess, programme and quality.
* Issue minutes of meetings and progress reports to project team.
* Manage assistant project management staff and supervise their workload.
* Execution of all construction activities of Building along with Finishing Items, Preparation of Estimates, taking measurements, Contractor’s bill certification and familiarity with external / internal plumbing & sanitary systems, water supply & sewage treatment, Electrical etc.
* Undertake snagging inspection on practical completion of the works and manage process to rectify any defects.
* Inspect the works undertaken for compliance with required quality and good workmanship practice.
* Inspect and assess/monitor health and safety on site.
* Managing staff, financial reporting including annual/monthly budget and expenditure plans.
* Preparing work schedules, monitoring the progress, supervision of works. Preparing daily/weekly progress reports.
* Professional workload includes project managing various office fit outs and refurbishment instructions.
* Taking active part in complying with Quality (ISO 9001)

**Educational History**:

**Secondary School Certificate**

Govt High school Khanapur 2001

**DIPLOMA IN CIVIL ENGINEERING**

Chattishgarh University Rayapur 2001 to 2004

**B E (Civil)**

Asian Institute of Engineering and Management Delhi 2004 To 2007

**Skills ;**

I have worked with a range of technologies and programs including Microsoft Office, with particular skills in Excel and Word And auto cad 2003. I am also a good communicator.

**Personal Profile:**

PASSPORT No : P7370589,

NATIONALITY : INDIAN

DATE OF BIRTH : 20th February 1984

FATHER’S NAME : K. Rajanna

PERMANENT ADDRESS: VILLA NO 29,SRINIDHI OAKLAND RENUKA YELLAMMA COLONY BACHUPALLY HYDERABAD -500090,

ADILABAD, INDIA.

MOBILE : +91-9912883181

E-MAIL ADDRESS : kodari.venkat@gmail.com

LANGUAGES KNOWN : TELUGU, ENGLISH, AND HINDI

MARITAL STATUS : MARRIED

Place: Hyderabad Date: