

## MANIDEEP ANCHOORI

Address:

**WARANGAL, TELANGANA, INDIA**

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### CAREER OBJECTIVE

A position where my abilities to thrive in a fast pace environment would be an asset to an organization valuing on time performance and effective team play.

### AREAS OF SPECIAL COMPETENCE

- Working as a **Site Engineer** in a Private housing developing company
- Knowledge in the areas of different types of construction process

### PROFESSIONAL WORK EXPERIENCE

**1. Organization : Cubes Contracts and Engineering Pvt Ltd**

**Position : Site Engineer**

**Duration : Working from January 2019 to December 2019**

### PROJECT EXECUTION EXPOSURE

- Quantity estimation and in charge of purchase department
- Complete site execution and site management.
- Lettering works and communications related to Project.
- Dealing with sub-contractors and coordinating their works.
- Estimation and preparation of proposals/ BOQ as per client requirement.
- Preparing subcontractor running account bill for entire project and reconciling it month wise with respect to sales.
- Tracking the project with respect to the schedule and taking advance action to prevent further delay.
- Coordinating with vendors, site team and store for material procurement.
- Keeping the record of necessary drawings.
- Preparing schedules for weekly and monthly basis for easy execution of the job.
- Ensure the present market rate and prepare competitive quotes (Civil works)
- Closing of the Project and making the completion certificates from the concerned authorities.

### MAJOR PROJECTS UNDERTAKE

- **Chanaka - Korata Barrage in Adilabad - India**
- **Venture and Housing development in Hyderabad – India**

## SPECIFIC DUTIES AND RESPONSIBILITIES

- Experience in planning, management and execution of Construction.
- Experience in the execution of development of land works from initial approval stage to the final completion stage.
- Experience in **Auto CAD** software.
- Proven strength in site co-ordination and monitoring.
- Computer Literate/ AutoCAD 2008-2014 / MS Office.
- Ability to coordinate with well Vendors/ Contractors/ Sub-contractors.
- Ability to coordinate with consultants from various disciplines and Owner/Clients.
- Good time management and expertise in managing multiple assignments simultaneously organizational skills.
- Proficiency in handling computer with high level expertise in MS office.
- Quick learner and strong ability to gather information from various sources.

## SOFTWARE PROFICIENCY

- AutoCAD
- MS office (Excel, Word, power point, project)

## EDUCATION QUALIFICATION

- **SSC** – Swami Vivekananda High School, Warangal, completed in 2011.
- **Intermediate** - SR Junior college, Hyderabad, completed in 2013.
- Bachelor of Technology (**B-Tech**) in **Civil Engineering** – Jawaharlal Nehru Technological University, Hyderabad, completed in 2018.
- Master of Engineering (**ME**) in **Construction Engineering and Infrastructure Management** - Asian Institute of Technology, Thailand, completed in 2018.

## EXTRA – CURRICULAR ACTIVITIES / NON-TECHNICAL EVENTS

- Passion for music and reading novels.
- Winner for sports events.
- Volunteered for many events during Bachelor's and Master's.

## PERSONAL DETAILS

- Date of Birth : 7<sup>th</sup> June, 1995
- Father : Srinivas
- Marital Status : Single
- Languages Known : English, Hindi, Telugu, Thai (Beginner).
- Nationality : Indian
- Passport No. : L4118563

## DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

**MANIDEEP ANCHOORI**