KETKI MAHAJAN

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OBJECTIVE:

I am a self-driven team player with experience and education in Construction industry seeking full-time opportunity to extend my expertise further as a Project Engineer.

EDUCATION:

Masters in Civil Engineering (Construction Management)

(3.82)

Syracuse University (Expected Graduation-May 2019)

Bachelor of Architecture

(3.89)

Pillai College of Architecture, Mumbai University (2011-2016)

WORK EXPERIENCE:

Aayam Studios, Thane - India

(Mar' 2017 – Jun' 2017)

Position - Architect/Estimator

- > Worked on planning and designing of a 5-storied multispecialty hospital worth \$ 4 Million.
- Supervised design drawings, RFIs & delivery schedules for the project by coordinating with various consultants.
- Assisted the manager in preparing cost estimates and quantity take-offs.
- Maintained records of submittals and updated the project progress activity logs.
- > Developed conceptual drawings, preliminary cost estimates for a landscape project in Mumbai.

Abhikalpan Architects, Mumbai

(Mar' 2017)

Position - Junior Architect

- > Prepared architectural drawings using AutoCAD in accordance with structural and MEP drawings.
- > Developed 3D models for residential and commercial projects using SketchUp and Revit.
- > Reviewed the project blueprints to ensure compliance with the local building code.

P. G. Patki Architects, Mumbai

(Dec' 2015 – May' 2016)

Position - Intern Architect

- > Designed and planned commercial building complex (25 acres) in accordance with Structural and, MEP consultants.
- > Performed **feasibility calculations using MS Excel** and developed the best fit option.
- > Co-ordinated meetings with clients, consultants, and vendors during the course of the project.

TECHNICAL SKILLS:

AutoCAD 2018	Google SketchUp	MS Project	Microsoft Office
Revit Architecture	Bluebeam Revu	Primavera P6	OS: Microsoft Windows, Mac OS X

CERTIFICATIONS:

◆ 30-Hr OSHA Construction Outreach training ◆ Certified Architect ◆ Procore Certified ◆ CMIT- Ongoing.

ACADEMIC WORK AND PROJECTS:

• Competitive bid proposal for Marshall Street Apartments, NY using MS Project

(Nov' 2018)

- > Prepared the project charter, WBS, developed the schedule as per resource allocation limit and dependencies for a competent solution using MS Project.
- Scheduling a project using Primavera P6

(April' 2018)

- > Prepared a WBS and scheduled activities as per order/resources for a multi-storied structure using Primavera P6. Scheduling was to be completed within the allocated time-frame.
- Building Information Modeling (BIM) for a Commercial Project

(April' 2018)

- Linked a 2D drawing of the building and developed a 3D model in Autodesk Revit forming a detailed quantity take-off.
- Written Safety program as per OSHA standards.

(Dec' 2017)

- > Prepared a written safety program for a construction company considering parameters as per OSHA regulations.
- Final Year Thesis Design Dissertation: 'Get Fit' Fitness and Sports Facilities at Kharghar, India

(Nov' 2015)

COURSEWORK:

- Construction Engineering and Project Management Construction Safety
 - Cost Engineering
- Quantity Surveying

• Advanced Building Information Modeling (BIM)

- Project Management

- Construction Estimating and Scheduling
- Modern Urban Infrastructure Contracts & Specifications