

# RAKESH N MISTRY



**Diploma, Civil Engg. / Certi. In Civil & Architechture  
with over 6.5 years's Experience**

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Born 27/08/1979 in  
Ahmedabad, 29 years old  
Married

**JOB OBJECTIVE**  
Seeking Challenging assignments in Civil/ Architecture field which demand high caliber performance, dedication and consistency

<b>EDUCATION/DEGREES</b>	
<b>2000 - 2002</b>	<b>Diploma in Civil Engg.</b> Diploma in Civil Engineering from Technical Education Board, Gujarat with <b>52%</b>
<b>1996 - 1998</b>	<b>Certification in Civil and Architectural Drafting and Estimating</b> Certification in Civil and Architectural Drafting from Technical Examination Board with <b>72%</b>
<b>1994 - 1995</b>	<b>Secondary</b> S.S.C. from Ahmedabad(G.S.E.B.-Gandhinagar) with <b>59%</b>

<b>SKILLS</b>	
<b>Team Building/Handling Skills</b>	Successfully executed several projects under team, playing a lead role. This has conferred me a good Team spirit and a Team Building morale
<b>Trouble Shooting/Crisis management Skills</b>	Handled successfully all the bottlenecks during the project executions.
<b>Inter-Personal Skills</b>	Has been smartly and tactfully dealing with all the labours, peers, Vendors, Suppliers,etc.

**PROFESSIONAL EXPERIENCE**  
**Dewan Housing Finance Ltd(DHFL)**  
- Asst. Manager(Technical), **Ahmedabad**  
**Job Profile :**  
- Responsible for Technical verification of Property /asset to be financed.  
- Assessment of Fair market Valuation Check  
- Measuring the Actual cost vis-v-vis market Valuation of Asset  
- Assessment of Legal aspects and compliances in asset construction as per documents  
- Reporting complete details about the property to the management for Sanction of Loan  
**Achievements :**  
- Achieved mastery over legal procedure and documentation  
- Effectively handled liaison between government development authority as regard to various sanctions and plan approval for the clients.

Feb- 07 to Till Date  
(2 Years)

July- 02 to Jan-07  
( 4 years 7 months)

**Devanshi Infrastructure**  
**Joined soon after completing Diploma in Civil Engineering. as a Site Supervisor-** This was a challenging assignment to me supervise the whole site operations demanding constant field/site operation handling.  
**Project 1#I** was assigned a project which **was managed by a company in Association with CGWHO(Central Government Welfare Housing**

**Organisation)** a Govt. depart. Dedicated to Welfare of Housing Schemes for the govt.

**Project Cost:** 10 million (1 Crore)

Job Profile: **Site Supervisor**

- Was responsible for overall Site operations and execution of Construction – Work( Multi Storied Building)
- Was thoroughly responsible for handling multi tasking role, viz. supervising construction Work, handling stocks of material regular reporting of development to the management

**Project 2#** In the same company, I got an assignment **of handling a Site execution for Kesar SAL Hospital and Medical Research Centre,** managed a very Renowned group of Gujarat- Shah Alloys Group(Shah Alloys Ltd.):

**Cost of Project : 12.5 Million( 1.25 Crores)**

Job Profile: **Site Engineer**

- Was responsible for overall supervision of site
- Also was assigned handling of labour and preparation of Measurement bills, quantity surveys and execution of project as per plan within deadlines.

**Project 3#** Considering the potential of mine and dependability, I was assigned a dual operation of handling multiple projects together

Here, I handled construction of **KALUPUR COMMERCIAL CO-OP. BANK LTD.'S Head Office admeasuring around 10,000 Sq. ft.**

**Project Cost: 4.5 Million ( 45 Lakh)**

Job profile: **Site In Charge**

- I was given absolute responsibility of site execution, including its Cost and budgeting aspects
- I was responsible for entire decision making as regard to the project costing and site execution
- Handled over 100 labour their wages distributions, Acquisition of materials, settlement of payments, regular reporting of development of project to the management.

**Project 4#** I had been assigned handling of **a School Site construction of Ram Krishna Vidhya Mandir,** a unit of Pandit Din Dayal Upadhyay Trust(A Non Profit Organisation)

**Project Cost : 3.5 Million ( 35 Lakh)**

Job profile : **Site Incharge**

- **Here also, I was given absolute responsibility of site execution, including its Cost and budgeting aspects**
- **I was responsible for entire decision making as regard to the project costing and site execution**

#### **LANGUAGES KNOWN**

English, Hindi – Fluent & Correct    Gujarati- Mother Tongue elementary

#### **REFERENCES:**

Shall be availed on Demand

**“Success is not a matter of Chance, but a matter of Choice for me and it comes only through hardwork”**

Date :

Place:

Signature: \_\_\_\_\_