

CURRICULUM VITAE

Name: **TRIDIB BISWAS**

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Proposed Position: **Quantity Surveyor & Billing Engineer.**

Current Salary: CTC 5.52 lakhs per annum.



Career Objective

I have five years of professional experience in the field of civil engineering. Seeking to leverage acquired academic knowledge & practical problem-solving experience to effectively fill for Quantity Surveyor as well as Planning & Billing engineer position. Aspiring to work in a globally competitive environment and contribute towards successful completion of projects that help in the growth of the organization and attain job satisfaction.

Education

<u>Degree/Course</u>	<u>Percentage/CGPA</u>	<u>Year of Passing</u>
• <u>Matriculation</u> Uttarpara Govt. High School, W.B.B.S.E.	77.80%	2012
• <u>Higher Secondary</u> Uttarpara Govt. High School, W.B.B.S.E.	70.80%	2014
• <u>Degree of Diploma, Civil Engineering</u> Ramakrishna Mission Shilpamandira	7.7	2017

○ Semester wise details:

Semester	1st	2nd	3rd	4th	5th	6th	Average
Year of Passing	2015	2015	2016	2016	2017	2017	73.78
Marks Obtained (%)	76.5	81.2	72	65.8	72.2	75	

Employment Record

From Feb, 2021 to till present:

Organization: Bharat Vanijya Eastern Pvt. Ltd.

Position Held Planning & Billing Engineer

Project: Four Laning of NH-39 (old NH-75) from design Km 147+540 (existing Km 148+020) (Bhogu Village) to design Km 196+870 (existing Km 197+420) (Sankha, Garhwa Road) in the State of Jharkhand on **Hybrid Annuity Mode** (Package - III).

Project CostRs. ***** Cr. (HAM Project)

Client: National Highway Authority of INDIA

Project: 4 Lanning of Arrah - Pararia section of NH-319 (Old NH-30) from Km 0+000 (Design Chainage) to Km 54+530 (Design Chainage) on **EPC** mode in the state of Bihar (Pkg. - I).

Project CostRs. 700.00 Cr. (EPC Project)

Client: National Highway Authority of INDIA

From Oct, 2019 to Jan, 2021

Organization: Dynasty Promoters Pvt. Ltd.

Position Held Quantity Surveyor & Billing Engineer

Project: Providing & laying of Bituminous overlay, construction of drain & providing & erection Iron Grill as per specifications at elevated as well as at grade portion of Badarpur Elevated

Highway in Faridabad & Delhi in the state of Haryana & Delhi.

Project Cost Rs. 28.00 Cr. (BOQ Project)

Client: National Highway Authority of INDIA

Project: Construction work of Road from Amrod to Meghonawada via Haider-Baybeni-Chandanbheta – Mahindpur – Ghatawada - Russala & Brijpura. Distt. - Ashoknagar (M.P.)

Project Cost Rs. 87.00 Cr. (BOQ Project)

Client: Public Works Departments (MP)

Project: MU-01 Colony Development Project in Greater Noida – Road Project

Project Cost Rs. 03.50 Cr. (BOQ Project)

Client: Greater Noida Industrial Development Authority (GNIDA), U.P.

Project: Omicron – 1A Colony Development Project in Greater Noida

Project Cost Rs. 01.18 Cr. (BOQ Project)

Client: Greater Noida Industrial Development Authority (GNIDA), U.P.

Project: Repair and Maintenance work of Firozabad Town Area from Km. 232+640 to Km.252+470 of NH-2 in the state of U.P.

Project Cost Rs. 28.00 Cr. (BOQ Project)

Client: National Highway Authority of INDIA

From July, 2017 to Sep, 2019

Organization: Shreeji Infrastructure India Pvt. Ltd.

Position Held Quantity Surveyor & Billing Engineer

Project: Widening of road to 2-lane with paved shoulder i/c construction of bridge & culverts in km 182 to 266/6 on NH-59A length 84.60 km (Indore-Betul Road) district of MP on EPC mode.

Project Cost Rs. 196.00 Cr.

Client: Public Works Departments (MP) undertaking (NHAI Project)

❖ **Description of Responsibilities & Duties during Work Experience:**

- To make all the required documents regarding every running account bills.
- To deal as a contractor's representative in running account bills.
- Actively involved in preparing Monthly Bills, IPC, and Taking approval from Client & Consultants & raise for payment.
- To deal with Team Leader, Senior Quantity Surveyor, Resident Engineer & Other Staff of Team Leader & Resident Engineer.
- To handle all the correspondence & deal in official letters with the consultant & client
- Assist to Project Manager and Highway Engineer in issuing interim certificates for payment.
- To suggest modification to work program, methods, statement and material sources.
- To prepare monthly progress reports.
- Preparation & processing of invoices.
- Check levels and day to day quantity measurement and keep all measurements records.
- Examine Sub contractor's claim and variation orders.
- Interpretation of technical specifications and contract documents.
- To Check and prepare price escalation & various other documents related to interim payment certificates.
- Preparation of progress reports as per the project requirement and any other task assigned in the capacity of quantity surveyor.
- Preparation of revised estimates.
- Submission RFI's to Consultant day to day basis.
- Maintain all Bill Related Record, all Documents Report, Site Quality Control Reports.
- Checking of Bills of Sub Contractors, Labour Contractors and approve for Running Payment or Final Payments.
- Checking of Measurements physically on site before preparing the Monthly Running Bill.
- Preparation of monthly physical and financial Progress Reports.

- Worked as contract specialist also for the project, responsible for reporting all measures required to control the project cost and time over runs.
- Responsible to examine the claims of the contractor, variation orders, if any. Prepare the progress reports as per the project requirements.
- To get the levels and quantity measurements checked in all items of works execution in different stages for calculations required for payment purpose.
- To handle all the correspondence & deal in official letters with the consultant & Client.

Professional Skills

- Technical Acumen
- Project Client Billing
- Negotiation Skills
- Cost Analysis
- Time Management due tight deadlines
- Computer aided design (Cad)
- Client management
- Sub-Contractor Billing
- Stakeholder Management
- Attention to details
- MS Excel skills
- Basics of Primavera-6

Personal Details

Father's Name	: Tapan Biswas	Religion	: Hindu
Date of Birth	: 23/08/1996	Languages Known	: Bengali, Hindi and English
Gender	: Male	Marital Status	: Unmarried
Cast	: General	Aadhar No.	: 3708-7329-0579

DECLARATION:

I, the undersigned, certify that to the best of my knowledge and belief, this bio data correctly describes my qualification my experience and me.

Signature: _____

