



Surajit Das
email-ID: surazeet.ofc@gmail.com
Contact No.: (+91)7980245358/9088087721

Murali, Bamangachhi,
P.O. & P.S.: Duttapukur, District: 24PGS(N),
Pin Code-743248, Kolkata, West Bengal, INDIA

OBJECTIVE

With my knowledge, expertise, Willing to put my level best efforts for optimum output for the company.

SKILLS & ABILITIES

Having experience in Civil construction specially in ground water treatment based mega surface water supply scheme including rising and distribution main pipeline laying, Installation of Sluice Valve and Specials, Functional Household Tap Connection (FHTC), erection of RCC overhead reservoir (OHR) or ESR (Elevated service reservoir), RCC Bore Pilling, Sheet and Joist Pilling, Road restoration, Bank protection, General Brick and Masonry work and other related ancillary works.

Able to read and understand construction planning layout, drawings, level flying and surveying the site. Basic knowledge in BBS (Bar Bending Schedule), taking measurements, understanding, analysing and preparing estimate, BOQ (Bill of Quantity) or price schedule. Have deep understanding in evaluating and participating in competitive e-tendering process. Having excellent knowledge in Procure and Purchasing of construction materials, transportation and logistic supply chain operations. Maintaining good relations and coordination with respective authorities, engineers, artisans, tradesman, labourers, suppliers, vendors and others stakeholders for smooth operation and execution of works.

Working knowledge in Occupational Health safety and environment (HSE) and related SoP implementation, supervision.

Working knowledge in Mac OS and windows. Proficient in utility softwares including MS office.

Energetic and multitasking ability.

Reliable, Adaptive, Cooperative in nature and a very good listener.

Having Excellent problem solving, negotiation and large workforce management skill.

Excellent Interpersonal Communication, Organisational and Time Management skill.

Object oriented, Flexible and hard working ability.

Good Driving Skills having Indian Union Drivers License for Two Wheeler, LMV and CAB(Transport).

Excellent knowledge in GK, Current Affairs, Understanding in geopolitics and contemporary socio-economical perspective.

EXPERIENCE

SUPERVISOR (HSE & Civil Construction) | Nov, 2022 - PRESENT

M/S. CHANDA CONSTRUCTION, KOLKATA

Working as a Construction Manager with responsibilities to maintain day to day work site including official communication with tender executing authority. Co-ordinating with Engineer in-Charge, QC Engineers, Artisans, Tradesman, Labourers, supervisors. Maintaining a large number of labour force engaged in respective projects.

Taking Care of Occupational Health and safety measures.

Procuring and Purchasing of different construction equipment's and materials. Maintaining inventories, Book Keeping and Banking Operations, logistics and transportation operations for carrying, shifting of different equipments, supplying materials. Taking measurements, studying, understanding of construction drawings and giving directions to labour's accordingly.

Analysis of price schedule, estimate, evaluating and process for e-tender applications with various state and central government, undertaking or autonomous authorities.

Our company mainly executing work related to surface water supply schemes. Specially in the field of laying rising main and distribution pipe line (CI, DI, HDPE UPVC, M.S. and SWMS pipes) network, erection and commissioning of RCC

overhead reservoirs, Bore pilling (rig and DMC), installation of sluice, non-return and butterfly and other valves and necessary fittings of specials mechanical joints, bend, tee etc. Arsenic and Iron Removal Plant (AIRP) etc to provide treatment drinking water to households through functional tap connections including fitting-fixing of gunmetal ferrule. Alongside hand-on experiencing with these type of work, I also having knowledge of leveling and site surveying including, preparing of layout drawings, Pro forma Measurement book(MB) for submission to the respective engineer in charge.

I also responsible for implementing and maintaining of Occupational Health Safety and Environment (HSE) related SoP and guidelines in the project site achieving zero hazard and risk by conducting regular audit, inspection, observation and assessment. Educate all stakeholders about safety rules, regulations and guidelines regularly. Organising TBT and provide other relevant training regularly to prevent any accidents causing injuries, casualties or any kind of health, environmental or financial losses or delay or halt in work progression. Also have to prepare and submit audit reports to competent authorities.

All projects under my management and supervision, have been completed within stipulated time and budget embargo, maintaining highest standard.

MANAGER | Nov 2011 - Nov 2022

M/S. SUKLA DAS, KOLKATA

Working as a construction Manager with responsibilities akin to present company except for HSE supervision role.

EDUCATION

Post Graduate Diploma In Mass Communication (2010), Jadavpur University, Kolkata

Bachelor of Arts (2008), University of Calcutta, Kolkata

Advance Diploma in Computer Application, 2004

NEBOSH IGC

ISO45001:2018 Internal Auditing Certification (CPD-UK Approved)

First Aid, AED, CPR Certification (CPD-UK Approved)

Warehouse Management Certification (CPD-UK Approved)

LANGUAGE KNOWN

English (Fluent in Speaking, Reading & Writing)

Hindi (Fluent in Speaking, Reading & Writing)

Bengali (Fluent in Speaking, Reading & Writing)

Urdu (Novice, Understand and speaking)

Russian (Novice, Understand and speaking)

PERSONAL BIO-DETAILS

Date of Birth: 30/08/1986,

Nationality: Indian,

Marital Status: Single,

Religion: Hindu,

Blood Group: O⁺

Identification Marks: Cut Marks on Forehead and Checks,

Orientation: Straight

HOBBIES and ACTIVITIES

Travel to New Countries & explore new places, Listen to Music,

Reference:

Subhadip Bhattacharjee (Junior Engineer, P.H.E. Dte. Govt. of West Bengal)

Contact no.-7063830953

E-Mail Id: subhadipb880@gmail.com

Arindam Biswas, (Junior Engineer, P.H.E. Dte. Govt. of West Bengal)

Contact no.- 98746 55933

E-Mail Id: arindambiswas.besu@gmail.com

Deceleration: All the information stated above are true to the best of my knowledge.
