

Komal Janardan Mahisare

Senior Officer

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OBJECTIVE

Utilize my potential to its fullest with the right attitude towards bringing benefits to the organization and thereby contributing to its overall development. I am dedicated to applying my gained knowledge and experience to drive professional growth, enhance project outcomes, and foster innovation within the field.

WORK EXPERIENCE

Senior Officer - Godrej Properties Ltd, Navi Mumbai, Maharashtra (Jan 2023 – Jul 2023)

- Utilized project management software and data analysis and visualization tools to track project progress, resource allocation, and budget adherence.
- Coordinated fit-out initiatives, ensuring seamless communication and alignment with stakeholders including clients, contractors, and internal teams.
- Managed resident possession procedures, overseeing utilities and tracking reports to maintain project timelines and deliverables.
- Obtained drawing approvals through meticulous attention to detail and proactive communication with relevant authorities.
- Stayed informed of industry trends, regulations, and best practices to inform decision-making and ensure compliance with relevant standards.
- Identified areas for process improvement, implemented enhancements, and streamlined workflows to drive continuous improvement.
- Demonstrated strong problem-solving skills and a commitment to delivering exceptional results within tight deadlines and challenging environments.

Estimation & Billing Engineer - DAS Offshore Ltd, Navi Mumbai, Maharashtra (Nov 2021 – Dec 2022)

- Evaluated client assignments, including INS and MESS projects, and managed billing, documentation, and estimation tasks to ensure accuracy and compliance with project requirements.
- Utilized statistical methods to analyze cost drivers and variables influencing project expenses, providing valuable insights for cost estimation and budget management.
- Collaborated with project teams to gather relevant data and inputs for accurate estimation and billing processes, ensuring alignment with project timelines and objectives.
- Prepared detailed cost estimates, including material, labor, and overhead costs, utilizing historical data and industry benchmarks to inform projections.
- Reviewed and verified contractor invoices and subcontractor payments, reconciling discrepancies and ensuring timely and accurate billing.
- Communicated effectively with clients, subcontractors, and internal stakeholders to address inquiries, resolve issues, and provide transparent billing documentation. Implemented systems and procedures to streamline estimation and billing processes, enhancing efficiency and reducing errors in financial reporting.
- Maintained comprehensive records of project costs, billing activities, and financial transactions, supporting auditing and reporting requirements as needed.

Site Engineer - Vishesh Group, Navi Mumbai, Maharashtra (Feb 2019 – Oct 2021)

- Demonstrated problem-solving skills in addressing customer complaints and resolving issues promptly to maintain client satisfaction and project progress.
- Contributed to the development of standardized care plans and policies, ensuring consistency and compliance with regulatory requirements across project sites.
- Conducted site inspections and quality control checks to ensure adherence to project specifications, safety regulations, and quality standards.
- Coordinated with subcontractors, suppliers, and project teams to facilitate smooth workflow processes and timely project delivery.
- Prepared and maintained documentation such as progress reports, inspection records, and compliance certificates to support project monitoring and reporting requirements.
- Assisted in financial forecasting by analyzing project costs, resource allocation, and expenditure trends, contributing to accurate budget projections and cost control measures.

Junior Engineer - Siddhakala Engineering Pvt Ltd, Mumbai, Maharashtra (Feb 2018 – Oct 2018)

- Site management, executed construction tasks, collaborated with the project team, and learned under seniors for site development projects.

EDUCATION

- B.E. in Civil Engineering - GSM College, Balewadi, Pune (July 2014 - July 2017) First Class 64.13%
- Diploma in Civil Engineering - SN Polytechnic, Navi Mumbai (June 2011 - June 2014) First Class 70.20%
- 10th Class - CKT School, Navi Mumbai (May 2010 - June 2011) First Class 70.73%

SKILLS

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|---------|-------------|----------------------|
| ● Excel | ● Power BI | ● AutoCAD |
| ● V-ray | ● Tableau | ● Google data studio |
| ● SQL | ● Sketch-up | ● Python |

CERTIFICATION

- Master in Data Science – Top mentor.
- Tata Data Visualization: Empowering Business with Effective Insights Job Simulation on Forage.
- PwC Switzerland Power BI Job Simulation on Forage.
- Agile Project Management – Google.
- Pursuing for Capstone Project Management – Google.
- First Division in Sangeet Bivakar – Rabindra Bharati University.

PERSONAL DETAILS

- Date of Birth: 10th March 1995.
- Marital Status: Single.
- Gender: Female.
- Language Known: Marathi, Hindi and English.
- Address: Balaji Symphony, New panvel, Maharashtra – 410206.

DECLARATION: Hereby declare that all the information provided in the resume is true to the best of knowledge.