

Vinod Mule



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Deadline-driven and customer-focused Construction Project Engineer with 4 years career experience in Construction Management. Core expertise in Project Management which includes Organizing, Planning, Scheduling, Making decisions.

EDUCATION

Master of Science in Civil Engineering	May 2017
California State University, Los Angeles	GPA: 3.6
Bachelor of Technology in Civil Engineering	May 2014
Jawaharlal Nehru Technological University (JNTU), India	GPA: 3.7

CERTIFICATIONS

- Construction Manager in training (CMIT – CMAA), OSHA 30 Hour Construction Managing safety and health.
- PROCORE TECHNOLOGIES: Procore Certification: Engineer, Project Manager (Core Tools),
- MTA NYC TRACK SAFETY

TECHNICAL SKILLS

Civil Software's	Primavera P6, AUTOCAD & CIVIL 3D, Inroads
Other Software's	MICROSOFT SUITE (Word, Excel, Power Point), ASITE, Construct ware. Attended a training session AUTO CAD 3D and certified by Autodesk Training Center (ATC).
Core Competencies	Project Management Skills, Ability to work with Multi-Disciplinary teams, exhibiting teamwork skills, Quick Understanding, Self-motivation, and Self-Confidence

PROFESSIONAL EXPERIENCE

Zafra Minhas Construction LLC – New York, USA **Aug 2018 - Present**
Project: MTA – NYCT Contract A-37660, Furnishing and Installing Flood Protection Devices **Cost: \$32 Million**

Project Engineer

- Assisted project manager in site mobilization, resource mobilization.
- Monitoring all phases of the construction process to maintain efficient construction operations.
- Apply and obtained all necessary permits and licenses. Organized meetings with clients before starting the project to explain in detail about the construction process, Field site conditions etc.
- Prepared and reviewed documentation such as submittals, RFIs, RFPs, project schedule, change orders, purchase orders, shop drawings to ensure compliance with contract documents.
- Responsible for project documentation control and distribution using Egnyte.
- Used Asite to upload all Construction daily reports, Submittals, Monthly Progress photos and RFI's.

Field Engineer/Quality Staff

- Assisted the Quality manager in preparing and submitting the Quality daily reports, Hold point inspections and submittal documentation.
- Review Contract Drawings, Specifications and Shop Drawings for proper coordination and Installations.

- Prepared Quality Inspections using Quality work plans and checklists.
- Developed Six Week Look Ahead Scheduled on a weekly basis.
- Knowledge of Contractor's Quality Program. CQP Elements, Internal & External Audits.
- Prepared submitted and reviewed RFIs, Submittals, Shop Drawings, etc.
- Inspected materials received and day to day field activities.
- Coordinated concrete pours and Hold points inspections for surface preparations, concrete testing, rebar inspections, expansion joints, and finished concrete.

GTL Americas Inc, Boston
Project Engineer

Aug 2017 - July 2018

- Reviews plans, drawings, design documents for construction, completeness, corrections, and coordination and compile Scope of work.
- Performed material take-offs, ordering and delivery coordination
- Supervised and verified all on-site work production on a daily basis.
- Used Builder trend to update all daily logs, videos on site, pictures to see progress and to prepare RFI's.
- Reviewed Superintendent Logs, pictures and OSHA Logs on daily and weekly basis.
- Responsible for tracking submittals and thoroughly reviewing shop drawings.
- Managed the Change Orders including writing, submitting, tracking, and distributing all CO's.
- Managed the RFI's process including writing, submitting, tracking, distributing all RFIs.

SVE Builders and Contractors, Nellore, India
Field Engineer

June 2014 - Aug 2015

- Monitoring all phases of the construction process to maintain efficient construction operations.
- Performed site inspections as it was required in the contract.
- Assisted with the team for tracking the construction schedule and alerting the team of potential delays.
- Review pricing under direction and supervision of Project Manager and Assist with Change Order Requests.
- Used PROCORE to update all RFI's, Change Orders, Submittals.
- Performed monthly project reviews with project teams to ensure adherence to schedules, quality of work, safety, administration, and profitability.
- Wrote Meeting minutes, project overviews, weekly progress reports.

US Infra, Hyderabad, India

Jan 2013 - June 2013

College Aide Intern/Assistant Field Engineer

- Contributed to communicating, guiding, supervising unskilled labor in accomplishing various tasks on time.
- Worked with all project plans, specifications, contract with Owner, subcontracts, purchase orders, daily correspondence, shop drawings, submittals, and all other project related documents.
- Organized weekly progress meetings on site with the owner/contractor about field site conditions.
- Supervising ongoing works in site and prepared daily report, submitted to project coordinator.
- Produced the Daily Construction Activity Reports and Weekly Summary Reports.
- Maintained construction related documents.
- Reviewed shop drawings for contract compliance.
- Oversaw Quality Control and health safety matters on site.

RELATED COURSES

Foundation Design
Steel Design
Surveying
Transportation Engineering
Water Resource Engineering

Construction Technology and Project Management
Reinforced Concrete Design
Structural Analysis
Bridge Engineering
Geotechnical Engineering