

# VINEETH REDDY BANDI

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## EXPERIENCE

### **Kittle Properties Group, San Antonio, TX**

*Assistant Project Manager – Intern Jun 2021-Present*

- Working on a Multifamily apartments project and overseeing variable aspects of project. Providing direct assistance to ensure timely project execution.
- Assisting in plan & specification interpretation for field crews and updating quantities of work performed daily in Procore daily logs.
- Working with Pre-Construction team and assisting with buy out, value engineering, constructability, and logistics.
- Assisting in documenting and tracking subcontractor back charges. Assist in documenting in writing with subcontractors via change order or other negotiated resolution.
- Administrating the prime contract terms and conditions, contract documents, subcontract agreements, purchase order agreements, etc.
- Initiating, preparing Schedules, tracking the Submittals, and distributing RFIs through Procore.
- Preparing weekly meeting agendas for weekly subcontractor meetings and taking the meeting minutes at subcontractor meetings and sending cleaned up meeting minutes to Procore.
- Assisting Project Manager, Estimators soliciting subcontractors and material vendors for project bids.
- Participate in final walk through and check list, including site visits.
- Verifying products used on the project by inspecting them and comparing them to the approved submittals in Procore and the plans/specs.
- Vigilant cost containment, risk management and ensuring full compliance with all applicable safety regulations, including OSHA regulations.

### **University Of Texas at Arlington, Arlington, TX**

*Graduate Research Assistant - Sept 2020 - May 2021*

- Worked on Analysis and Design of Double-Beam Coupling Beams which is used for large scale commercial buildings under Prof. Shih-Ho Chao Ph.D. (UTA-Arlington).
- Worked on 300 concrete mixed designs, focused on combining data and Artificial Intelligence (AI) with automation and robotics to optimize, discover, and develop more advanced, cost-effective, durable, and sustainable cements and concretes under Prof. Shih-Ho-Chao (UTA-Arlington) and Prof. Parham Aghdasi (PhD University of California, Berkeley) for AICrete Corp.

### **Megha Engineering and Infrastructures Ltd (MEIL), Hyderabad, India**

*Project Engineer - Jun 2019 - Dec 2019*

Worked at Megha Engineering & Infrastructures Ltd Headquarters. Operated through its major business lines such as water management, engineering, construction, and transportation.

- Determined project responsibilities by identifying project phases and elements, assigning personnel to phases and elements, and reviewing bids from contractors.
- Reviewed construction design sets (Civil, Structural & racking) for project
- Managed, monitored, and interpreted the contract design documents supplied by the client or architect.
- Performed cost calculations and preparing financial projections.
- Coordinated with the team on outstanding documents such as RFI's, change orders and submittals.
- Partnered with Project Managers, Construction Coordinators and Engineers to develop, monitor and update integrated project plans and schedules so that projects can be executed in the most efficient manner possible.

### **My Home Constructions, Hyderabad, India**

*Construction Intern - Jun 2018 - Sep 2018*

Worked on My Home Avatar project (22.57-acre Premium Lifestyle Apartments)

- Managed design coordination with vast technical capabilities in coordinating interface activities with structural, architectural, MEP, finishing, landscape and external development works.
- Reviewed the project in-depth to schedule deliverables and estimating costs.
- Oversaw all onsite and offsite constructions to monitor compliance with building and safety regulations.
- Negotiated the terms of agreements, drafting contracts, and obtaining permits and licenses.

## EDUCATION

### **THE UNIVERSITY OF TEXAS AT ARLINGTON, Arlington, TX**

*Expected graduation Dec 2021*

*Master of Science (M.S.) Construction Management Candidate*

- **GPA:** 3.7
- **Awards & Honors:** GRA Scholarship Assistance, Outstanding Master of Construction award 2020 (Civil Engineering Department)

### **MAHINDRA ECOLE CENTRALE, Hyderabad, India**

*Aug 2015 - Aug 2019*

*Bachelor of Technology in Civil Engineering*

**ADDITIONAL SKILLS** - Procore, Sage, BIM, Primavera P6, STAAD pro, Timberline, Microsoft Project, MS Office, Word, PowerPoint, Excel, AutoCAD, Outlook

**CERTIFICATIONS** - OSHA 30, Procore, CMIT