# SANDRA AGARWAL

PROJECT ENGINEER

Landline: 123-456-789

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Website: www.reallygreatsite.com

#### **GENERAL INFO**

I am an engineer specialising in the coordination and monitoring of engineering projects, currently looking for a full-time position to expand my skillset.

### **MY QUALIFICATIONS**

- · Licensed Civil Engineer
- Master's Degree in Project Management
- · Accredited by the National Standard Compliance Agency
- Well-versed in QA/QC policies

#### **WORK HISTORY**

#### **Project Coordinator**

Chanvi Engineering Consultancy, 2017-present

- Ensures compliance to safety and performance standards
- Conducts quality control checks
- Schedules, coordinates and monitors engineering projects

#### **Senior Engineer**

Sindhya Builders, Inc., 2013-2017

- Oversees engineering projects
- Evaluates, hires and trains junior engineers
- Prepares monthly performance reports
- Develops system upgrades

#### **EDUCATION SUMMARY**

# University of Lakshmi

Master's in Project Engineering | June 2018

- Completed a postgraduate degree in project engineering; GWA 3.75
- Authored a dissertation on "Engineering the Future: Methods in Project Management"

## Nani Community College Degree in Civil Engineering | June 2012

- Completed an undergraduate degree in civil engineering; GWA 3.56
- Graduated with distinction, with a special award for Best Thesis
- NCC Scholarship Holder

#### PERSONAL REFERENCES

Rajat Sharma | CEO, Chanvi Engineering Consultancy Email: hello@reallygreatsite.com

Lakshmi Sindhya | COO, Sindhya Builders, Inc.

Phone: 123-456-789

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