

# SAI KIRAN CHIPALTHURTHI

PMP

## CONTACT

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- [Linked In Profile](#)

## EDUCATION

2009 - 2013

- Jawaharlal Nehru Technological University, Hyderabad, Telangana, India
- Bachelor of Technology in Civil Engineering**

## SKILLS

- Project execution & management
- Multiple Projects Coordination
- Risk Assessment, Mitigation, and Monitoring
- Estimation & Budgeting
- Quantity Surveying & Control
- Stakeholder Management
- Schedule Planning & Control
- Comprehensive Documentation & Reporting

## CERTIFICATIONS

- Project Management Professional (PMP) - Project Management Institute**
- Legal Process for Building Officials & Designers 2012 - The Ministry of Municipal Affairs & Housing (MMAH) Ontario
- WHMIS 2015 - by WHMIS Training Canada
- Ontario Building Officials Association Membership
- Project Manager -Procore & BuilderTrend
- Emergency First Aid with CPR & AED

## PROFILE SUMMARY

A highly motivated and results-oriented project management professional with **9 years** of experience spanning residential, oil & gas, industrial, and turnkey projects. Skilled in ensuring projects are completed on schedule and within budget while upholding rigorous quality standards. **Certified as a Project Management Professional (PMP)**. Expertise in leveraging advanced project management techniques to enhance efficiency and minimize risks effectively.

## WORK EXPERIENCE

### Saga Development LTD- Edmonton, Alberta, Canada

09/2024 - 12/2024

#### Projects Coordinator

- Coordinated with Civil, Architectural, MEP, and Fire Protection consultants during the preconstruction design development phase to implement changes and facilitate building permit submissions and approvals
- Performed quantity surveying for multifamily, multiplex, and single-family projects using Planswift software.
- Performed lumber quantity takeoffs using Planswift
- Created schedules and timelines for multifamily, townhouse, and single-family projects
- Developed scope of work documents for tendering and budgeting and assisted in budget preparation for multiplex and multifamily residential projects
- Coordinated with Civil, Architectural, and MEP consultants during the construction phase to address and implement site-specific changes effectively
- Reviewed shop drawings, construction plans, Geo-Tech reports, and miscellaneous reports, coordinating with consultants, engineers, and designers.
- Verified quotes and invoices from suppliers and subcontractors for compliance with specifications and quantities as per IFC documents.
- Coordinated with project managers, site supervisors, and trades to ensure smooth project execution
- Coordinated with municipality / EPCOR to secure permits and approvals
- Communicated with stakeholders to provide project updates
- Managed general administration, including reviewing and distributing drawings, documents, RFIs, and other project materials to consultants, trades, and relevant stakeholders

### The City of Sault Ste. Marie municipal corporation - Sault Ste. Marie, Ontario, Canada

03/2023 - 04/2024

#### Intake - Building Division and Property Standards Officer

- Inspected single-family/multifamily houses, garages, and fences for safety compliance
- Enforced municipal property standards and zoning regulations
- Conducted property inspections and prepared reports outlining necessary repairs for code compliance
- Managed building permit applications in line with the Ontario Building Code and zoning By-Laws
- Streamlined the permit process by uploading documents to city software
- Calculated permit fees and communicated requirements to applicants
- Reviewed minor plans and structures for code compliance
- Issued minor building and By-Law permits after review
- Assisted applicants with zoning By-Laws, building codes, and permit requirements

### Power On Building Contracting LLC - Dubai, UAE

10/2021 - 08/2022

#### Project Engineer

- Executed projects in alignment with approved drawings, schedules, building codes, and specifications
- Managed a project valued at AED 14 million (CAD 5.18 million) from pre-initiation through execution, showcasing leadership and effective project management
- Led pre-construction and progress meetings to ensure clear communication and alignment among stakeholders
- Assisted in developing project plans, schedules, budgets, and HSE plans
- Performed costing and estimation for competitive bidding processes
- Prepared method statements, execution plans, construction submittals, and presentations for project briefs and closures

## PROFESSIONAL SOFTWARE'S

- Plan Swift 11
- Primavera P6
- Procore
- Builder Trend
- Bluebeam
- AutoCAD 2D
- Microsoft Office
- Microsoft Project

## PERSONAL INFORMATION

- Driving License: Valid Class 5 with own vehicle.
- Residency Status: Permanent Resident

## REFERENCES

- Available upon request

- Provided technical support to the project team and stakeholders, encouraging collaboration and problem-solving
- Generated monthly progress reports and communicated updates to stakeholders to ensure project alignment
- Established a risk registry, assessed risks, and created mitigation plans to ensure project success.
- Reviewed subcontractor progress applications and payment certificates for accuracy and compliance.
- Recommended cost-efficient methods and improved performance through effective workforce management
- Assisted the project manager in reviewing quantities, change orders, and monthly reconciliations.
- Prepared and maintained project reports, cost tracking, status updates, document control, and shop drawing records

### Arbab Shams Building Contracting LLC - Dubai, UAE

12/2018 - 09/2021

#### On-site Project Engineer

- Executed projects per approved drawings, specifications, and building codes, ensuring compliance and quality.
- Performed costing and estimation for civil engineering projects valued over AED 4M (CAD 1.48M), delivering accurate and competitive bids.
- Developed project plans, schedules, and Gantt charts to optimize resource allocation and execution.
- Monitored project progress and adjusted schedules to meet site needs.
- Collaborated with cross-functional teams to ensure alignment with project objectives.
- Resolved on-site issues by organizing meetings and coordinating prompt solutions.
- Supervised a team of 30 personnel, including subcontractors, demonstrating strong leadership.
- Supported change management activities, minimizing disruptions during project adjustments.
- Reviewed subcontractor shop drawings and invoices for accuracy.
- Acted as a liaison with subcontractors, expediting drawings to meet project timelines.

### Abwab Al Qalaah engineering contracting L.L.C - Abu Dhabi, UAE

10/2015 - 11/2017

#### Site Engineer

- Executed projects in alignment with GASCO standards (Oil & Gas), building codes, H2S gas safety precautions, and approved drawings/plans, ensuring strict adherence to compliance and quality control.
- Prepared and submitted construction submittals for equipment, materials, and specifications, maintaining high-quality standards and ensuring regulatory compliance.
- Supervised a construction team of 30, providing effective leadership and operational oversight.
- Achieved a 30% improvement in project delivery timelines through strategic resource management and efficient project planning.
- Enhanced project accuracy by implementing advanced survey techniques, ensuring precise and reliable measurements.
- Documented daily site activities and events in the site diary, facilitating process evaluation and productivity improvements.
- Effectively managed on-site resources, including personnel, equipment, and material storage, ensuring smooth project progression and minimizing downtime.

### Reliance Jio - Hyderabad, Telangana, India

12/2013 - 03/2015

#### Site Engineer

- Managed 13 tower sites and 60 km of trench excavation for optical fiber laying, demonstrating strong project management and technical expertise
- Led a team of 25+ construction personnel, ensuring prompt project completion within established deadlines.
- Ensured compliance with local construction regulations and by-laws, maintaining high standards of safety & legality.
- Prepared project documentation, including Inspection Test Plans (ITP), GPS route maps, and layouts.
- Coordinated with subcontractors to ensure their work met project specifications and monitored their progress toward completion deadlines, ensuring quality and efficiency

## PROJECTS EXECUTED AND COORDINATED:

#### At Saga Developments, Edmonton, Alberta, Canada

- The Pointe At Riverview - Multifamily apartments building - 50 million CAD\$
- Parkside Mann Avenue - Townhouses development - 30 million CAD\$
- Single Family detached and Duplex residential projects.

#### At Power on Building Contracting L.L.C, Dubai, UAE

- Construction of protection barriers for the Gas Pipeline of Sharjah National Oil Corporation - AED 14,Million (CAD\$ 5.2 million)

- Construction of Fiber RCC Bund wall & containment floor for off-spec tank at Dubai Petroleum AED 1.2 million
- Demolition and Construction of Padel Tennis court at Five-star Hotel Madinat Jumeirah, Dubai - AED 400,000.00

#### [At Arbab Shams Building Contracting L.L.C, Dubai, UAE](#)

- G+1: Residential Villa Home Construction, 11,840.30 Sq ft worth AED 1.2 million
- G+1: Residential Villa Home Construction 9,687.52 Sq ft worth AED 1 mi
- Drywall partition, Dot, and dab wall projects for five-star hotel

#### [At Abwab Al Qalaah Engineering Contracting L.L.C - Abu Dhabi, UAE](#)

- Construction /structural works for Upgrade of HVAC for Analyzer Shelter and Substation in GASCO HABSHAN 0 -AED 950,000.00 - Oil & Gas project
- Turnkey project: Civil works, DEWA Cable Laying, Earthworks, Chiller Installation, Hot tapping at Dubai Men's
- College, Silicon Oasis, Dubai, UAE - AED 500,000.00

#### [At Reliance Jio, Hyderabad, Telangana, India](#)

- Telecommunications 4G Project: Construction of foundations for Ground Base Tower (3M Depth) & Roof Top
- Tower. Horizontal Directional Drilling (HDD) at highway crossings, trench excavation, and laying of OFC cable.