

Sai Kiran Chipalthurthi

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Professional Summary

A highly motivated and results-oriented PMP 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.

Key Skills

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

Employment History:

Project Coordinator

09/2024 – 12/2024

Saga Development LTD– Edmonton, Alberta, Canada

- 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 using MS project.
- Developed scope of work documents for tendering and budgeting. 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.
- Worked with municipalities 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.

Intake - Building Division and Property Standards Officer

03/2023 - 04/2024

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

- 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 code, and permit requirements.

Project Engineer

10/2021 - 10/2022

Power On Building Contracting LLC – Dubai, United Arab Emirates

- 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.
- 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.

On-site Project Engineer

12/2018 - 09/2021

Arbab Shams Building Contracting LLC – Dubai, United Arab Emirates

- 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.

Site Engineer

10/2015 - 11/2017

Abwab Al Qalaah engineering contracting L.L.C – Abu Dhabi, United Arab Emirates

- 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.

Site Engineer

12/2013 - 03/2015

Reliance Jio – Hyderabad, Telangana, India

- 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

Education

Bachelor of Technology in Civil Engineering (4 years program) 08/2013

University: Jawaharlal Nehru Technological University, Hyderabad - Telangana, India

WES: Canada Equivalency Bachelor's Degree (4 years)

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

Professional Software's

- Plan Swift 11
- Primavera p6 2023
- Procore
- Builder Trend
- Bluebeam
- AutoCAD 2D
- Microsoft Office 365 (Word, Excel, & PowerPoint)
- Microsoft Project

Projects Executed:

- **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.

Personal Information

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

References

Available upon request.