

Durvesh Karande

Project Co-Ordinator, Service and Delivery Intern

Continuously improving management processes is the primary goal.
Always Seeking opportunities to drive innovation.



CONTACT

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Pratibhanagar Dhankawadi -

Pune, Maharashtra 411043

EDUCATION

Karmaveer Bhaurao Patil
College of Engineering,

Bachelor of Technology
in Electronic Engineering

CGPA : 7.68

HARD SKILLS

Project Management

Project Planning

MS Excel - Dashboards

Retail Store Security
Systems Understanding

ERP Software

Site Visit Form Making

SOFT SKILLS

Great Communicator

Negotiation Skill

Leadership Quality

Teamworking Ability

Quick Learning Ability

Security System Placing
in Retail Stores

LANGUAGE KNOWN

English

Hindi

Marathi

EXPERIENCE

Integrated Active Monitoring Pvt. Ltd. - December 2023 - Present

Project Co-ordinator Intern / Service and Delivery Intern

Projects :

1. Nexon Omniverse Limited - Style Union Retail Stores Security System Installation
 - Installation of CCTV, Fire Alarm, Intrusion Alarm, Networking, PCM, Energy Monitoring, HVAC integration, and Temperature systems at **19 (thirteen)** stores averaging around 7500 Sq. ft each.
2. Mysore Saree Udyog - Stores Security System Installation
 - Installation of CCTV, Fire Alarm, Intrusion Alarm, and Public Addressing systems at 3 (**Three**) stores.

DOCUMENTATIONAL HIGHLIGHTS:

- Understanding of Systems as
 1. CCTV
 2. Fire alarm
 3. Intrusion System
 4. Networking
 5. People Counting System
 6. Temperature
- Made Security device positioning deviations in **168** Architecture layouts Including CCTV, FAS, IAS, and Temperature Systems.
- Made
 1. Bill of Quantity (BoQ)/ Quotations - 49
 2. Vendor BoQ's - 19
 3. Store Handover Reports - 21
- Email Excellence - Wrote over **198 Emails** for Project Execution

MANAGEMENT HIGHLIGHTS:

- Site Installation Completed - **22 Stores**
- Stores Issue Resolved - **195 Tickets Closed** by coordinating with the Technical Support Department across the 74 Retail Stores.
- **247 Store Visit Organised** by co-ordinating Regional heads, Field Engineers and Vendor Teams for PMS, Installation & service calls.
- Basic Understanding of Processes such as
 1. Security Systems Monitoring
 2. Billing Procedure
 3. Logistics Process
 4. Software ERP, EFSR
 5. Project Finance
 6. Procurement process
- Meetings attended and active contribution
 - **79** Service Assurance Review conference meets
 - **18** Virtual Meeting
 - **19** Store Material Procurement meetings
 - **9** Project/ Management Problem Solving Meetings
- Weekly Coordination with 15 Field Engineers, Regional managers, BDM, Central monitoring, IT, logistics, Production, Research & Development departments in the organization, and over 80+ people know me by name.
- Proven track record of **excellent communication with Customer-side Project Managers, Operational Managers, Store Managers, and Vendors** to ensure successful project execution. Demonstrated ability to effectively engage with diverse stakeholders to drive project outcomes.
- Conducted weekly meetings with the Sr. Manager & director of the company to address major challenges within projects.

IMPROVEMENTS DONE WHILE WORKING

1. **Reduced material dispatch time by 7 days** by analyzing processes and coordinating with the IT and Production Departments, thus smoothing the material production process for upcoming stores.
2. Made **5-7** new sheets by analysing the project process
 - **Workflow Tracker Sheet:** Ensuring that we're never missing any step in the project management
 - **Daily Progress Report:** Keeps Record of Project working status.
 - **Outstanding Report:** Simplified lengthy Billing Report
 - **Customer Dependency Sheet:** To showcase to the customer their pending work which can cause difficulties in the process.