

SHUBHANGI RAMESHWAR DIWARE

Niranjan Girls Hostel,

Karve Nagar,

Pune.

Mo.No.8805200715

Human Resources Officer,

With this letter and resume, I would like to offer myself for a position with your company in electrical engineering that fully utilizes my professional and personal abilities.

I have a BACHELOR of ELECTRICAL ENGINEERING from the University of Amravati. I have excellent organizational and coordinating skills. After B.E employed as an ASSISTANT ELECTRICAL ENGG. at [RAMELEX PVT LTD (Pune)] and also at [Samarth Electrical & Engg.(Mumbai)] as an ELECTRICAL ENGG.

I am interested in securing a position within your company where my abilities and qualifications can be fully applied for our mutual benefit. I welcome an opportunity to meet with you and elaborate on how I can make a substantial contribution to your company's profitability.

I feel confident that my education and experience would make me an excellent candidate for this position. Thank you for your consideration and I look forward to meeting you.

Kind regards,

SHUBHANGI DIWARE

CURRICULUM VITAE

Shubhangi Rameshwar Diware

Address

Niranjan Girls Hostel,
Karve Nagar,
Pune.

E-mail :-

tanujadiware@gmail.com

Contact No.:8805200715

Career Objective

“Seeking an electrical engineer position with a company which will require me to utilize my skills, abilities and experience in the electrical engineering field to ensure the company’s success.”

Academic Qualifications

Qualification	Stream	University/ Board	Year of Passing	Percentage (%)
M.E	Electrical Engineering	University of Amravati	Aug 2018	Appeared
B.E	Electrical Engineering	University of Amravati	Aug 2014	9.25 [CGPA]
DIPLOMA	Electrical Engineering	MSBTE Mumbai Board	July-2011	77.31
S.S.C		Maharashtra Board	March-2008	84.00
Electrical Design (AUTO-CAD)	Electrical Engineering	Govt.of Maharashtra	2018	-

Work Experience:-

Samarth Electrical & Engineering (Mumbai)

**Works as Electrical Engineer
(1 Aug 2017 to Still Working)**

COMPANY PROFILE:-

Company deals with Turnkey EHV Substation Project and Co-generation project etc.

Duties & Responsibilities:-

1. Tender searching i.e. MSETCL, MSEDCL etc.
2. Tender preparation.
3. Tender document completion.
4. All tender status report updating.
5. Work order preparation.
6. Work order formalities completion.
7. Quotation/Enquiry/Offer preparation.
8. Quotation/Enquiry/Offer document completion.
9. All Quotation/Enquiry/Offer status report updating.
10. Vender Registration.

Ramelex Pvt Ltd (Pune)

**Work as Assistant Engineer
(21 Nov 2015 to 31 July 2017)**

COMPANY PROFILE:-

We “***Ramelex Pvt. Ltd.***” an ISO 9001-2008 Certified company; 1st of its kind in Maharashtra State established in 1990, have set a benchmark in various fields in power sector and deal in major Turnkey and Maintenance Contracts in Transmission and Distribution sector. Our clientele include MSETCL, MSEDCL, PGCIL, NTPC, Central Railway, BBMB, HPGCL, KPTCL, Essar Power and have also carried out projects for various other state and private utilities. While Power Transmission is the largest business vertical, the Company also has a growing presence across Cables, Railways, and Line Hardware manufacturing and supply of High Ampacity conductors.

Duties & Responsibilities:-

1. Tender searching i.e. MSETCL, PGCIL etc.
2. Tender preparation.
3. Tender document completion.
4. All tender status report updation.
5. Work order preparation.
6. Work order formalities completion.
7. Quotation/Enquiry/Offer preparation.
8. Quotation/Enquiry/Offer document completion.
9. All Quotation/Enquiry/Offer status report updation.
10. All Quotation/Enquiry/Offer entry in new software “**Microsoft Dynamic NAV.**”
11. Vender Registration.

Technical Expoture

Seminar and Project:

In Diploma Final Year

- Seminar on “**LAMP LOAD BANK**”

In Degree Seminar

- Seminar on “**FLOATING WINDMILL**”

In Diploma Final Year

- Project on “**LAMP LOAD BANK**”

In Degree Final Year

- Project on “**POWER GRID SYNCHRONISING FAILURE DETECTOR.**”

Electrical Design (AUTO-CAD)

- **Total 2D Drafting (Basic &Advance)Training certificate course .**

Extracurricular activities & Achievements

- Participated in National level “**Robotics Competition**” in V.B.K, Malkapur.
- Poster presentation on “**Global Warming**” in V.B.K, Malkapur.
- Attained “**National franchisee training program**”.

Paper Presentation

- Presented a paper in “Tech Tantra” a national level technical paper presentation in V.B.K, Malkapur on “**HYDRO POWER PLANT**”

Personal Details

Name	:-	Shubhangi Rameshwar Diware.
Father Name	:-	Rameshwar Ninaji Diware.
Mother name	:-	Mangala Rameshwar Diware.
Date Of Birth	:-	03/07/1992
Mobile No.	:-	8805200715
Email ID	:-	sonalidiware001@gmail.com tanujadiware@gmail.com
Address	:-	Hedgewar Nagar, Near Jaju Dal Mill, Malkapur Tq.Malkapur Dist.Buldhana Pin-443101

Declaration

I consider myself familiar with Electrical Engineering aspects. I am also confident to work in a team. I hereby declare that the information furnished above is true to the best of my knowledge.

Date:-

Place: -

Signature
(Shubhangi Rameshwar Diware)