**B I O D A T A**

* Name : Mrs. Sragdhara (Seema) Bhatt
* Date of birth:` July, 13, 1971
* Husband’s name: Mr. Dharmendra Upadhyay
* Nationality: Indian
* Correspondence Address : Flat No. 501, Anjani Heights,

Near Vaidji ka Choraha,

Pratap Nagar Vistar Murlipura Scheme, Jaipur.

 Rajsthan, 302039.

* Educational Qualification :
	+ B.E. (Elect & Com.) passed with 2nd Div. (58)% from Gujarat Uni. in November 1993.
	+ H.S.C.E. passed with 1st Div. (67%) from Gujarat Secondary Education Board, Gandhinagar, (Guj.) in the year of March 1988.
	+ S.S.C.E. passed with 1st Div. (88%) from Gujarat Secondary Education Board, Vadodara, (Guj.) in the year of March 1986.
* Professional Qualification:
	+ Have worked for 1 year on MART (Multi Access Radio Telephone) System at GCEL (Gujarat Communication & Electronics Limited), Vadodara as a part of industrial training during the study of engineering (1992-93).
	+ Proficiency in **AutoCAD (version 12 to onwards)**, Ms-office, Internet, Autoplotter, Road Estimator & Quantity Survey & Calculations for various Civil structures & earthwork for filling & excavation.
	+ Knowledge of Coreldraw, Pagemaker & Photoshop.
* Languages Known (can speak & write both) : **English**, Gujarati (mother tongue), **Hindi**, Bengali, Marathi, Marwari, Bhojpuri .
* Experience :
	+ 6 months as a market research trainee at Shalimar Softwares, Bharuch, Gujarat.
	+ 3 years as a DIGITIZER at GDBPL (Geotech Digital Bharat Private Limited), Gandhinagar, Gujarat. I learned AutoCAD at GDBPL which was a US based group. My work was to tile the orthophoto maps taken from the aircraft at every 10sec. for US counties & to convert them into digital form using AutoCAD. Then the carpet area of a particular property was calculated.
	+ 2 years as an AutoCAD operator at APEX Fluidomatics Limited, Ahmedabad, Gujarat. The work was related to the designing of mining cylinders & to develop the 3D models for various designs of instruments using AutoCAD.
	+ 3 years as a visiting faculty for DTP & AutoCAD at Government Technical High School, Kapadwanj, Gujarat.
	+ 5 years as Technical Assistant/Qty. Analyst at ITD Cementation India Limited, Ahmedabad, which is a Europe based MNC having their head quarter at London & HO at Mumbai in INDIA, engaged in construction business around the world. My work was to collect the site survey data (for Sabarmati Riverfront Project) generated using Total Station, prepare the base-map of a site & to calculate the earthwork quantity for filling & excavation/cutting with the help of Autoplotter & AutoCAD, bu developing the X-sections & L-sections. I prepared 3D models too for presentation using AutoCAD. As the main task was filling & leveling, my responsibility was to get certified the bill from the client-Ahmedabad Municipal Corporation.

 This project is financed by HUDCO & was awarded by the World Bank for the concept of cleaning the river Sabarmati. Locally it is handled by the Ahmedabad Municipal Corporation & finance is diverted from JnNURM too (if required).

Besides that, I’ve calculated the quantity of various materials like steel, concrete, shuttering plates, etc. The arrangement of shutters for retaining wall, preparation of as-built drawings for Mundra-Bhatinda pipeline project, SRFDCL project, & other tasks related to our sites at Mundra, Dahej & Ahmedabad have given me the knowledge about various infrastructure projects.

During all the period of my career, I have worked as freelance AutoCAD expert for many construction & infrastructure projects & lead a team of survey at various sites.

Since last 10 years, I am at Jaipur, Rajasthsn as my family is here now.

**Besides that, I am working as a freelance translator & Proof Reader since last 5 years for various coaching institutes & publication house at Jaipur. Also I am recording the speech for training sessions offered online/projector.**

**I can proficiently translate the matters in/from English, Hindi, Gujarati. I know Bengali, Marwari, Bhojpuri, Marathi too.**

* Contact Nos. : +91 9982436486, +91 9898336826.
* E-mail: ssb137@yahoo.com