

Rekha Gahlot

Bikaner, India 334001 | 6377730829 | rekhaahl123456@gmail.com

Summary

Disciplined and focused Civil Engineer driving success for more than 6 years. Accomplished in various construction projects, including commercial and industrial buildings and structures. Looking to apply a wealth of talent with a great organization that appreciates a strong work ethic and a commitment to excellence. Friendly Site Engineer with hands-on experience constructing commercial and residential buildings. Strong knowledge of all federal, local and state building codes. Skilled at planning, drawing, and implementing layouts for projects.

High-energy Teacher with solid background educating students. Maintains organized and disciplined classroom environments devoted to student learning. Caring and compassionate in addressing individual student needs and promoting positive educational experiences.

Skills

- Teamwork and Collaboration
- Analytical Decision-Making Skills
- Project Report Generation
- Operations Leadership
- Geotechnical Engineering
- Road Construction
- Self Motivation
- Time Management
- Effective Communication

Experience

DEVELOPMENT OFFICER (BRINGING BUSINESS FOR LIC) | 07/2023 - 11/2023

Life Insurance Company (LIC) - Bikaner, IN

- Assisted in developing proposals for new projects, programs, and initiatives.
- Developed creative strategies for approaching Business for LIC

QUALITY ENGINEER | 07/2018 - 05/2021

Karni Design and Construction Company - Jaipur, India

- Conducted field inspections to assess the quality of workmanship and materials used in construction projects.
- Conducted soil tests at construction sites prior to beginning new development projects.
- Managed use of materials and equipment to prevent property loss and support availability.
- Conducting Test or check property of building material like cement, Bricks, Concrete before using

SCIENCE TEACHER(9TH,10TH CLASS), OFFICE MANAGER | 08/2014 - 04/2018

S.S Institute - Bikaner , India

- Created a classroom environment that encourages curiosity and critical thinking.
- Conducted regular meetings with staff to discuss progress and identify areas of improvement.
- Maintained up-to-date records of employee attendance, payroll information, vacation requests.

Education and Training

Vidhya Niketan School - Bikaner, Rajasthan | Bachelor of Technology, Rajasthan Technical University

Civil Engineering (2018), 06/2018

Vivekananda Global University - Jaipur | MBA

Marketing

Languages

Hindi: First Language

English: B2

Upper Intermediate (B2)

Rajasthan Local Language: C2

Proficient (C2)

Blogger

- 3-4 year Experience in SEO (search Engine optimization) , Google search console, Google analytics, keyword research, page indexing...
- Proficient in Google Analytics, Google Ads, Facebook Ads Manager, and other digital marketing tools.
- Strong understanding of SEO best practices, keyword research, and content optimization.
- Experienced in marketing automation platforms such as HubSpot and Marketo.
- Excellent analytical skills with the ability to interpret data and generate actionable insights.
- Effective communication and project management skills, with a proven ability to lead cross-functional teams.
- Owner of Multiple Telegram channels (memeber 2k+)

Activities and Honors

- Hobbies- Reading and Writing
- Creative
- Fluent in English
- Blogger
- Passion to make money

Accomplishments

- Bachelor of Technology in Honour
- Pursuing MBA in Marketing

Note

- Currently Not working anywhere, Immediate Joiner