

BALAJI CONSTRUCTION

Plot no 25, New DP Road, Vishal Nagar, Jagtap Dairy, Wakad, Pune 411027
E-mail-balajiconstruction204@gmail.com | Phone:020-20270767

Date: 16/04/2023

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms. Sonali Verma was working with Balaji Construction at Pune India, as a Full-time employee (having worked a minimum of 48 hrs/week) from 01/08/2019 to 30/3/2022 as Architect and it is also certified that she was drawing INR 22,000.00 to 38,000 per month throughout her working tenure.

Introduction about my Company:

Balaji Construction is an Indian based Construction and developer firm, operating From Wakad, Pune Maharashtra, India. Since 1990, our firm offers construction services in multiple sector and works individually and in collaboration with builders and developers. We focus on complete construction activities, Architecture and RCC designing ,Project management, Liasoning ,etc for Residential apartments, Bungalow projects , institutional and Commercial projects.

Some of our major clients include –

- 1) Akshay Anantham,Pune
- 2) Bungalow projects In Maval,Pune.(PMAY Scheme)
- 3) Park ivory ,Park Street,Pune
- 4) Engineering building in DY Patil college Akurdi, Pune
- 5) Commercial Building, Jodhpur
- 6) Mantra 360 Talegaon, Pune
- 7) Stone house project ,Pune

Roles and responsibilities:

01/08/2019 - 30/03/2022

1. Preparing Working drawings of the bungalow projects such as setting out, centerline drawings, plinth sections, good for construction drawings, working drawings, approval drawings, sales plans, and presentation drawings, developing views and 3D perspectives for clients.
2. Alterations to existing building and Preparing new multiple conceptual drawing after regularly discussion with clients understanding types, style, size of plan and developing architectural drawings as per their specifications and budget of client.
3. Regular Site visit and checking on site execution status, building setting out, time to time inspection on site to ensure quality and issuing architect's certificate on compliance with plans.
4. Preparing building detail drawings of Underground water tank, overhead water tank, toilets, staircase, window, doors, flooring, etc.

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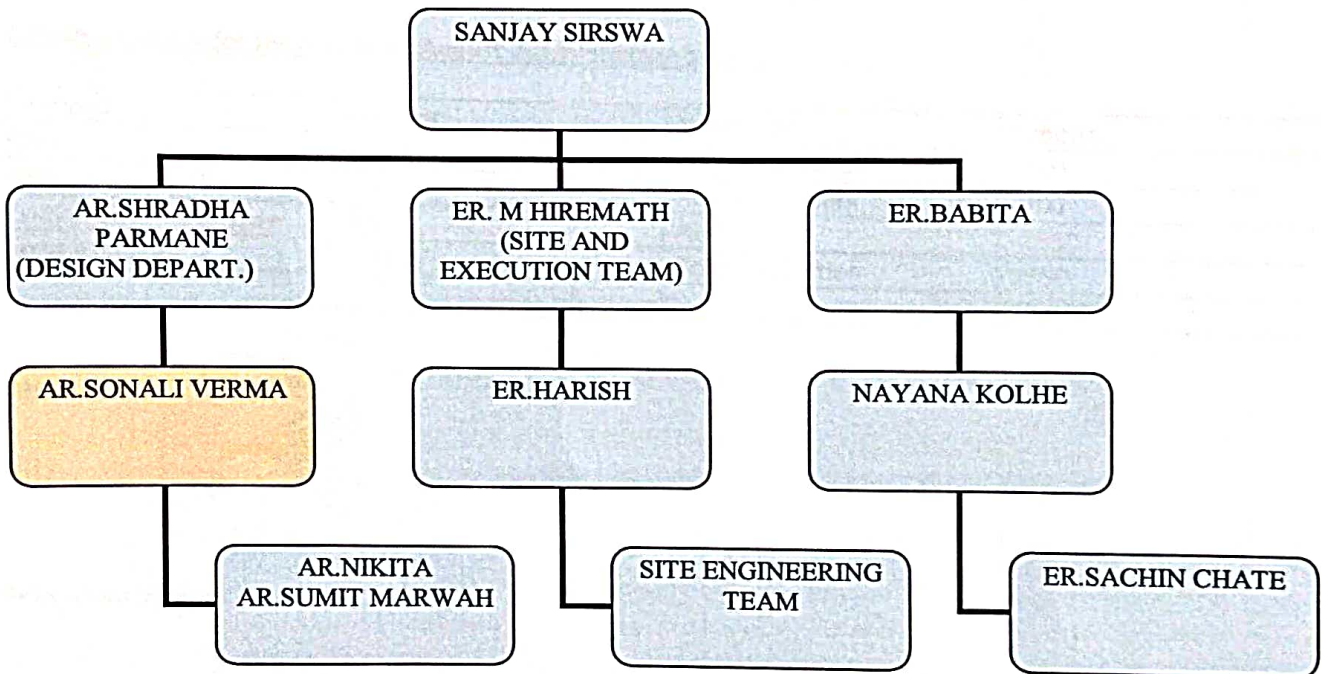
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5. Providing information regarding specifications and quantity detailing of external and internal finishing and materials used of the project in addition to material selection and analysis in cost and usage perspective.
6. Preparing conceptual plot layouts and drawings for land plotting for sales and developing society with common amenities.
7. To Enhance and improve execution quality and time preparing reports and time of onsite condition, contours, vegetation, soil quality, existing structures in or around site, site access, site margin ,north od site, etc and before starting
8. Consulting and coordination between all consultants i.e MEP, Structural, Façade and sales team.
9. Preparing approval drawing set of each project as per current norms and calculations, designing as per norms and getting building approval.
10. Attending and actively participating in the project team meetings deciding work schedule and organizing meetings with vendors as per BOQ.



Yours sincerely,



Signature:

Authorized Person Name: Babita Sirswa

Position in company: Admin and Engineering Team head

Email ID: babitasiraswa17@gmail.com

Contact no: 9822100566