



Bendit Dcosta
QA/QC Coordinator /
Manager's Assistant

Contact

Address
Waghare Residency, Flat 201 ,
B-wing , Pimpri Waghare,
Pune 411017

Phone
+91 90969 20147

E-mail
dcostabony@gmail.com

Professional Skills

- Project Management
- Construction Management
- Quality Assurance
- Risk Assessment
- Cost Management
- Contract Negotiation
- Resource Management
- Project Planning
- Team Collaboration
- Procurement Planning
- Health, Safety, and Environment
- Budget Monitoring
- Contract Management
- Inspection and Testing
- Material and Manpower Scheduling

Proven QA/QC Co ordinator / Assistant Manager with a track record of delivering residential and commercial projects at Civil Engineers & Contractors with 19 years of experience, showcasing expertise in construction management and project leadership. excellent in quality assurance and risk assessment, achieving project specifications and deadlines with precision. Holds My Expertise lies in Quality Control & Quality Assurance that meets or exceeds client expectations while maintaining safety and efficiency.

Work History

07/2010 –
12/2024

Project Coordinator / Manager's Assistant

Civil Engineers & Contractors – Pune, India

- Completed residential G+9 and commercial projects independently, totaling more than 500,000 sq ft of construction.
- **Project Oversight:** Managed and oversaw the construction of the projects from initiation to completion. Ensured adherence to project timelines, budget constraints, and quality standards.
- **Resource Management:** Allocated and managed resources effectively to meet project requirements. Optimized resource utilization for cost-effective project delivery.
- **Quality Assurance:** Implemented and monitored quality assurance measures to ensure that construction met industry standards. Conducted regular inspections to identify and resolve quality issues.
- **Safety Compliance:** Enforced and promoted safety protocols on construction sites. Conducted safety audits and implemented corrective actions as needed.
- **Client Interaction:** Maintained regular communication with clients to provide project updates and address concerns. Ensured client satisfaction through transparent and effective communication.
- **Budget Control:** Managed project budgets and financial performance. Implemented cost-saving measures without compromising project quality.
- **Documentation and Reporting:** Maintained accurate project documentation, including progress reports, budgets, and change orders. Provided timely and detailed reports to stakeholders.
- **Risk Management:** Identified potential risks and developed mitigation strategies. Proactively addressed and resolved issues to minimize project disruptions.

- Adherence to Specifications
- Time Management

Clients Profile

- EMAAR
- Majid Al Futtaim
- ASTECO
- Abu Dhabi Airport TE

UAE Driving License

- 963746

Society of Engineers UAE

- Membership No. 18207

Languages

- English
- Hindi
- Marathi
- Konkani

Personal Information

- **Passport Number:** C9258181
- **Title:** Project Engineer (QA/QC Coordinator)
- **Date of Birth:** 12/05/1981
- **Religion:** Christian Roman Catholic

06/2004 –
03/2010

- **Execution:** Handled all execution from footing to final handover to the client as per the project specifications agreed upon.
- **Team Handling:** Managed legal teams, structural consultants, architectural consultants, and subcontractors, ensuring project completion within the assigned target and time frame, as per rate analysis.

Sr. QA/QC Engineer

ALEC Construction LLC – Dubai, UAE

- **Company Overview:** Building Excellence
- Coordinated with consultants for site inspections with the site team.
- Prepared material submittals as per project specifications and obtained approval from the concerned consultant team.
- Strictly followed QA/QC procedures as per company standards.
- Provided technical guidance regarding structural works, per site conditions, with consultants.
- Utilized computer-assisted drawing tools to access AutoCAD drawings.
- Registered with the Society of Engineers in Dubai, membership no. 18207.
- Led a team of QA/QC engineers and the Document Control department to ensure all documents were properly aligned with project specifications.
- Maintained all ITPS and MS required for the project.
- Coordinated with the site team to ensure the speedy completion of work.

Education

01/2009

Post Graduate in Project Management

UAE, Dubai

01/2004

Bachelor of Civil Engineering

Pune University

MS Project Software

Dear Hiring Manager

I am writing to express my keen interest in joining your company. With a strong background in construction management, I am confident in my ability to contribute effectively to your team. In my previous role, I demonstrated expertise in project management and risk assessment. One of my strengths is the ability to ensure that projects are completed on time and within budget, without compromising quality. I am eager to contribute my skills and experience to help achieve your organizational goals. My proficiency in relevant software tools and my ability to collaborate with teams make me a strong fit for this role.

Enclosed is my resume, which provides further details about my professional background and achievements. I welcome the opportunity to discuss how my skills and experiences align with the needs of your company. Thank you for considering my application. I look forward to the possibility of contributing to your company and am excited about the prospect of joining your dynamic team. Please find my contact details above, and I am available at your earliest convenience for an interview.

Sincerely,
Bendit Dcosta

University Of Pune

(Formerly
University of Poona)



We, the Chancellor,
the Vice Chancellor and
the Members of the Management Council
and the Academic Council of the
University of Pune certify
that S. Costa

Bendit Cashmir
of Dr. D. Y. Patil College of
Engineering, Akurdi, Pune
having been examined and found duly qualified
for the degree of

Bachelor of Engineering

(Civil Branch)

and placed in the Second Class
in May 2004

The said degree has been conferred on him.
In testimony whereof is set
the seal of the said University.

Duplicate Copy

Assistant Registrar
(Examinations)
University of Pune,
Pune - 411 007.

1st January, 2005

Ad. A. S. KOLASKAR
Vice Chancellor

Result Checked by

ATTESTED BY ME

I. B. SONAVANE
ADVOCATE & NOTARY
2/18, Govind Sagar
Vidyanagar Road,
Mumbai - 400 098

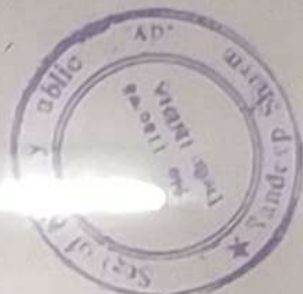
21 OCT 2005

Degree Verified by



Valid Out-Side India

Min. of Human Resources Dev.
Dept. of Sec. & Hr. Education
D-110221



United Arab Emirates
Ministry of Foreign Affairs
Sharjah, Office

No. 13019
Date 24 OCT 2005

We certify Stamp & Sign. of Gov. Consulate of U.A.E in Mumbai
This Ministry is not responsible for the contents of
the document.

وحد وزارة الخارجية

ATTESTED

NOTARY DEHAL

I. B. SONAVANE
Notary Certified

Raminder Kumar
29 SEP 2005
24.9.05

RAVINDER KUMAR
Notary Public
Dept. of Sec. & Higher Education
of Punjab, New Delhi

Consulate General of the
United Arab Emirates
MUMBAI - INDIA

No. 113350
Date 24 OCT 2005

We Certify the stamp and signature of Home Dept.
Govt. of Maharashtra

This Consulate is Not Responsible for the
Contents of the Document

No. 2005
Date 24 OCT 2005

सहायक शिक्षा अधिकारी / शिक्षा अधिकारी
धनुसाग अधिकारी के द्वारा सत्यापित
किए जाते हैं।
The Director of Adult Education
Office, Dhansagar
Bodhan Ghar Attested



مكتب وزارة الخارجية
للمبيل



RAVINDER KUMAR
Notary Public
Dept. of Sec. & Higher Education
of Punjab, New Delhi

37747



AL JABER L.E.G.T ENGINEERING & CONTRACTING (ALEC) LLC



NAME:

D'Costa

Bendit

DESIGNATION:

Snr.QC Engineer

EMPLOYEE NO:

77767

TEL: +9714 4290599



CONTRACTOR



ID NO: ALEC -7607

EXP: 31/10/2010



Name : Bendit Cashmir

Company : ALEC

Areas : AX-124

LAND SIDE ACCESS ONLY



P<INDDCOSTA<<BENDIT<CASHMIR<<<<<<<<<<<<<<<<<<
C9258181<2IND8105129M35031881070720905025<60



C9258181

पिता / कानूनी अभिभावक का नाम / Name of Father / Legal Guardian

CASHMIR BENDIT DCOSTA

माता का नाम / Name of Mother

SANTAN CASHMIR DCOSTA

पति या पत्नी का नाम / Name of Spouse

SHOBHA DCOSTA

पता / Address

FRONT SHAM MEDICAL, FLAT NO-201, B WING, RECY

PIMPRI WAGHERE, PUNE, PIMPRI CHINCHWAD

PIN: 411017, MAHARASHTRA, INDIA

पुराने पासपोर्ट का नं. और इसके जारी होने की तिथि एवं स्थान / Old Passport No. with Date and Place of Issue

F1564669

25/02/2005

PUNE

फाइल नं. / File No.

PN1070720905025 - OLD PASSPORT REPORTED LOST

VAT NO : 27030938358V
ST NO : AYRPD2152RSD001
PAN NO : AYRPD2152R

BONY DCOSTA & CO.
Civil Engineers & Contractors
Waghere Residency , Flat 201 B-Wing,
Pimpri Pune -17, Mob no : 8767180684

Date : 24/4/2025

Subject : To whom so ever concerned .

Respected ,

The said person with Indian Passport no C9258181 with name , Mr. Bendit. C.Dcosta

Is working with us since June 2010 till presently as Project QA/QC Engineer, QA/QC Co ordinator . He is a hard
with adequate knowledge of the said Architectural and Structural works for Mall , Residential Building etc .

Also worked in UAE as Senior QA/QC Engineer for High Rise Buildings.

Hence , he is having a good conduct and knowledge and loyalty with the work

Yours sincerely ,

Sr . Project Manager

(Civil Engineers & Contractors)



Al Jaber L.E.G.T. Engineering & Contracting (ALEC) L.L.C.
الجابر آل اي جي تي للهندسة و المقاولات (الك) ذ.م.م.

ABU DHABI:
Sector No S-23 Plot No 8B
Between Two Bridges
PO Box 45336 Abu Dhabi UAE
Tel: +971-2-558 9122
Fax: +971-2-558 9177
Email: adoffice@alec.ae
www.alec.ae

DUBAI:
3rd Floor, Building 1
Dubai Industrial City, Emirates Road
PO Box 27639 Dubai UAE
Tel: +971-4-429 0599
Fax: +971-4-429 0216
Email: dubaioffice@alec.ae
www.alec.ae

دبي:

البنية رقم ١/الطابق ٣
منطقة دبي الصناعية - شارع الإمارات
ص.ب. ٢٧٦٣٩ - دبي - الإمارات العربية
تلفون: ٤٢٩٠٥٩٩ - ٩٧١ - ٤
فاكس: ٤٢٩٠٢١٦ - ٩٧١ - ٤

أبو ظبي:

حوض ل-٢٣، قطعة رقم ٨ ب
بين الجسرين
ص.ب. ٤٥٣٣٦ - أبو ظبي - الإمارات العربية
تلفون: ٥٥٨٩١٢٢ - ٩٧١ - ٢
فاكس: ٥٥٨٩١٧٧ - ٩٧١ - ٢

Date : 12/March/2010

Subject : To whom so ever concerned .

Respected ,

The said person with Indian Passport no F1564669 with name , Mr. Bendit .C . Dcosta

Is working with us since August 2004 till March 2010 as Sr.QA/QC Engineer . He is a hard worker with adequate knowledge of the said Finishes work, Structural works for Mall , Residential etc . following all QA/QC Procedures as per Project Specifications requirements.

Hence , he is having a good conduct and knowledge and loyalty with the work.

Yours sincerely .

QA/QC MANAGER

(David Adams)