

ANKITA GUPTA

PROJECT MANAGER / ARCHITECT / WRITER



PROFILE

I am a seasoned professional with over 6 years of industry experience, ranging in diversity from an MNC(Colliers International) to a start-up (Architectonic Services) and in the state govt. (Delhi Vidhan Sabha) to the central government (Ministry of Education), during which I've delivered several marque projects successfully.

I am presently engaged as a Consultant for the Ministry of Education, GoI wherein I am the national coordinator for 6 States/ UTs. My role involves selection of PM Shri schools from thousands of state-approved benchmarked schools using multi-criteria analysis. Then I appraise their financial proposals based on the programmatic norms and central guidelines to prepare a recommendation note for the Project Approval Board. I've also prepared the monitoring and evaluation frameworks to ensure the effective implementation of the scheme. My role involves coordination with the Secretary and Addl. Secretary of DoSEL, Special Project Directors, State officials, Ministry consultants and PM Shri school principals and teachers of over 10,000 schools.

Earlier, I've worked as a research fellow deployed with the Minister of Social Welfare, Delhi Government. My primary role was to draft social welfare policies in commitment to public service. This involved garnering field data, drawing comparatives on existing laws and policies, analysing best practices in legislators, departments and governments and creating scheme reports. I've carried out Constituency wide works analysis of PWD, Water, Sanitation, Municipal and MLALAD projects; I've also coordinated to build a CSR network and contributed to the establishment of neighbourhood (mohalla) clinics. Further, I've worked as a press release writer and extended creative design support to various departments of the Delhi Government.

As a project manager, I have learnt to critically analyze each project in terms of time, cost, quality and most importantly- feedback from the people involved. During the course of my work, I have coordinated with multilevel stakeholders including clients, consultants, vendors and end users. My role as a Junior Architect has involved concept designing and presentation, sanction and working drawing preparation and cost estimation. The scale of the projects which I have handled, individually and as part of a team, ranged from regional Master Plans to window detailing. My internship in Taiwan as a business consultant and team lead, has taught me leadership, business development strategies and conversational Mandarin.

Apart from project management, I take a keen interest in writing- in the sphere of architecture and beyond. This has greatly boosted my research and communication skills. I have a creative bent of mind and enjoy problem solving. My past experiences have instilled in me a sense of perseverance and team-spirit. I am eager to be a part of something bigger than me where I can explore, learn and grow.

EXPERIENCE

- 2024 -present (Feb) **Ministry of Education, GoI** | Consultant- Access and Infrastructure National Coordinator for 6 States/UTs/KVs/JNV; Selection of PM SHRI schools; Appraisal of state proposals, recommendations and minutes for Project Approval Board, Facilitation of Capacity Building Workshop; Publication of Coffee-table book highlighting the best practices and innovative components of the scheme; Development and analysis of School Quality Assessment Framework dashboard and PRABANDH portal in coordination with NIC team. Review of convergence documents with various government departments; Strategizing the terms of reference for setting up of PMU, development of evaluation, monitoring and implementation framework for the PM Shri scheme.
- 2023 -2023 (Jan) (Aug) **Delhi Assembly Research Centre** | Fellow
O/o Minister of Social Welfare, Labour, Employment, Delhi Govt. Policy advisory, CSR networking, PR, Constituency-wide consultancy
- 2019 - 2022 (July) (Nov) **Colliers International** | Asst. Project Manager
Indian National Theatre, Mumbai: Stakeholder management, bidding, project delivery, site monitoring and bill certification
Documentation done in projects: progress reports, agenda, RAG risk reports and mitigation plan, agenda and minutes, EHS and quality compliance reports, BOQ and drawing review
Accenture Innovation Hub: Design and Project Coordination
TIAA: RFP floating, Bid review, Procurement, Scheduling
Cognizant, Pune: Techno-Commercial Bid comparative, contract review, invoicing, logistic tracking and scheduling
- 2021-22 (6 months) **UNICITI** | Climate Change Specialist (Volunteer)
Iloilo, Baguio and Chattogram city planning analysis
- 2019 (May) **Citizen Matters** | Freelance Writer on urban issues
- 2018 (June-Aug) **TEEP ASIA Cross Border E-commerce Program, Taiwan**
Business Consultant and Research Intern, Team Lead

National Sun Yat-Sen University, Research intern
Business Consultant for Rooster Lighting, Pingtung
Market Research in India, Vietnam, Australia and Indonesia
High Mast Lighting and Solar Brick Products
B2B Go-To-Market and Marketing Strategy
- 2016 - 2017 **Architectonic Services** | Junior Architect
Kushal Palli Eco Resort, Haldiram restaurants, Mixed-Use Development, Barasat: Cost Estimation, Schematic and Proposal Drawings, Interior Design and Service Drawings, 3D views, DPR
- 2016 - 2019 **Qrius (formerly The Indian Economist)**
Senior Associate and Creative Lead in the Digital Media House
Published 30 articles and created branding content for MNC's
- 2015 **Maniramka and Associates**
Intern (for 6 months)
Redevelopment of Shyambazar Market: IBMS
Hospital Building SSKM, Salt Lake: Fire sanction drawings
Fortune Heights, Kolkata: Design and Working Drawings
- 2014 **Aishwarya Tipnis Architects**
Chinsurah Redevelopment Mapping and urban upgradation proposal

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DETAILS

Permanent Address

Bangur Complex, Shailja Towers,
Flat 5B, 5/7 Buroshibtala Main Road.
New Alipore. Kolkata- 700038

Present Address

B-96, Anand Vihar Colony
New Delhi- 110092

Nationality

Indian

Phone

+91 9007439284

Email

guptaankitain@gmail.com

LinkedIn

www.linkedin.com/in/akkugupta

Languages known

English
Hindi
Bengali
Spanish (Basic)

Registration

COA registration no.: CA/2016/78203
Validity: 2016- present

Awards

1. 5th International Conference of Contemp. Affairs in Architecture and Urbanism - 2022: Best Presentation Award.
2. "History of Architecture" competition: Qualified in the top 20 international entries.
3. TEEP Asia, 2018: Best presentation award
4. GATE scholarship: Issued by MHRD, India for post-graduation study. 2017-2019
5. "Russell Bustle" design competition: Qualified as a Finalist nationwide 2016
6. Winning entries for ISOLA, RTF, AJC,] Wordweavers, Cept Essay Prize

SKILLS AND EXPERTISE

Revit	MS Office	Project Management	Value Engineering
AutoCAD	Navisworks	Designing	Cost Estimation
Sketchup	Adobe Photoshop	Policy Advisory	Market Research
MS Project	EnergyPlus	Content writing	Energy Auditing
Primavera	Lumion/Vray	Interior Detailing	Planning & scheduling

EDUCATIONAL

2017 - 2019	School of Planning and Architecture, New Delhi Master of Building Engineering and Management (7.66 CGPA)
2017	Graduate Aptitude Test in Engineering All India Rank: 34
2011 - 2016	Indian Institute of Engineering Science and Technology, Shibpur Bachleors of Architecture (8.15 CGPA)
2010	St. Teresa's Secondary School (ISC) 12th (90%)
2008	St. Teresa's Secondary School (ICSE) 10th (95%)

Completed certified courses on 'Building Information Modelling (BIM)', 'Different Aspect of Lighting Engineering', 'Conversational Mandarin' and 'Kolkata Riverfront Development.'

RESEARCH PAPER PUBLICATIONS

1. Gupta, A. and Debnath, P., 2022. Comparing the Emerging Walling Materials to the Burnt Clay Brick, Proceedings of the 7th International Conference on Architecture, Materials and Construction, Springer International Publishing.
2. Gupta, A. and Debnath, P., 2022. Artificial Neural Network Analysis for Cost Estimation of Building Projects in India, Proceedings of the 5th International Conference of Contemporary Affairs in Architecture and Urbanism
3. Debnath, P. and Gupta, A., 2022. Delineating the Impact on Design Parameters due to Covid-19, Proceedings of the 5th International Conference of Contemporary Affairs in Architecture and Urbanism
4. Gupta, A., 2022. Indian Cities on their Deathbed, Cities for All, Belgrade. Cooperation and Development Network Eastern Europe.

LITERARY PUBLICATIONS

Books:

1. A parade of poetry, odes and oddities, iambs and idiocies
2. CEPT Essay Prize 2021: Embellishment (Essay titled: Hyperbole and the Whole)

Short Stories and Poetry:

1. Evolution of Architecture; Runner up entry, Rethinking the future
2. Haiku collection; Winning Entry, Architecture Journalism and Criticism Awards
3. My Garden of Memories, shortlisted for short story prize, Wordweavers
4. The Retrograde, Monograph, November, 2021
5. Hangman (Translated Works), Gulmohar Quarterly, June, 2024

Articles:

Published over 35 articles in digital publications on architecture, urban design, environment, conservation, gender sensitivity, women and child rights, climate change, policy, finance, culture and society