

PALLAVI PRABHAKAR BARVE (GOVT. Electrical Supervisor License)

Kalamboli , Navi Mumbai, 410218 | 7208641201 | pallavibarve33@gmail.com

Summary

Work profession with Additional Skills (Certified courses)

- Recently worked as an Team Assistant Designer at Urja Techniques India Pvt. Ltd. (11th July 2023 -8th Jan 2026)
- Former Executive Engineer at PVR Ltd. (September 2022 - May 2023).
- Completed graduate apprenticeship at Bruhmumbai Electrical Supply & Transport Undertaking (Jan 2021 - Jan 2022), focusing on electrical operations and maintenance
- Worked as Electrical Supervisor (E-Tendering, Estimation & Costing) for Ms.Damani Enterprises. CBD Belapur, Navi Mumbai from (January 2020 to January 2021)
- Business Intelligence Using Power BI - Skill Nation (Workshop).
- AutoCAD (2020) and CREO (2021).

Education

Qualification	Board/University	Year	CGPI / Percentage
B.E (Electrical Engineering)	Mumbai University	2019	6.46 CGPI
Diploma (Electrical Engineering)	MSBTE	2016	65.15 %
SSC	Maharashtra State Board	2013	74%

Professional Experience

Team Assistant Designer | Urja Techniques India Pvt. Ltd. | July 2023 – Jan 2026

- Involved in the basic design and calculation of transformers.
- Responsible for electrical and mechanical drafting, including fabrication and technical drawings for customer approval using AutoCAD.
- Maintain daily reports and manage client queries, ensuring smooth internal coordination & also support for marketing technical orders with costing and basic design calculations.
- Prepare guaranteed technical particulars (GTP) for projects.
- Assist in preparing the brief bill of materials for the production and purchase teams to ensure alignment with project requirements.

Executive Engineer | PVR Ltd Malad | September 2022 - May 2023

- Managed the preparation of purchase orders, performed quotation comparisons, and handled daily reporting tasks.
- Maintained and supervised electrical systems for the chiller plant, air handling units, and fire & projector operator panels, including associated distribution boards.
- Calculated electrical load distribution for industrial areas, ensuring optimal performance and energy efficiency.

Electrical supervisor| Damani Enterprises | January 2020 - January 2021

- Analysed tender documents, scope of work, drawings, BOQ specifications, and client requirements to prepare accurate bids.
- Prepared technical queries related to drawings, specifications, and BOQs to clarify project requirements.
- Collected and organized all necessary documents per tender requirements, ensuring successful online submission.
- Attended pre-tender meetings and site visits to gather essential information for the preparation of tenders
- Ensured the implementation and maintenance of the quality management system for the estimation process

Training Experience:

Graduate Trainee Engineer (Electrical) | B.E.S.T. | January 2021 - January 2022

Operation & Maintenance Department:

- Gained hands-on experience with HV network diagrams and the utility operation diary.
- Learned procedures for overhauling OCBs (Oil Circuit Breakers), VCBs (Vacuum Circuit Breakers), and transformer oil filtering, including oil topping, testing, and silica gel replacement.
- Conducted testing of faulty distribution transformers and attended to oil leakage complaints in distribution transformers.
- Studied load sheets and various types of cables, understanding cable faults and methods used for cable fault location.
- Gained knowledge of LV (Low Voltage) and HV (High Voltage) joints/terminations and their installation.

Planning Network & Material Department:

- Created substation drawings, site plans, layout plans, and main plans for electrical installations.
- Assisted in preparing tender files for the procurement of transformers, switchgear, cables, and minor items necessary for project execution.

Personal Details:

Date of Birth : 08/02/1998
Nationality : Indian
Gender : Female
Marital Status : Unmarried
Language Known : English, Marathi, and Hindi

Date: 16.01.2026

Place: Navi Mumbai

(Pallavi Prabhakar Barve)
