# Deepika Boddepalli

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## SUMMARY

- Led multidisciplinary engineering projects from planning to execution, ensuring on-time and within-budget delivery across multiple high-impact assignments.
- Collaborated with cross-functional teams including Procurement, QA, and Operations to align technical execution with business goals and compliance requirements.
- Demonstrated strong vendor and stakeholder management, coordinating with contractors, suppliers, and government bodies to ensure smooth execution and compliance.
- Ensured adherence to safety standards like FSSAI, ISO, HACCP, and internal policies through regular audits, toolbox talks, and on-site supervision.
- Developed and maintained technical documentation, including BOQs, work orders, compliance records, and detailed progress reports for senior leadership.
- Used project management tools such as MS Project, Primavera, and Plan-View to track milestones, manage schedules, and monitor KPIs.
- Supported legal and regulatory approvals, ensuring project adherence to environmental and statutory requirements in coordination with local authorities.
- Mentored junior engineers and teams, fostering a collaborative work environment and building team capability for sustainable operational excellence.

## EDUCATION

**Florida State University, Tallahassee, FL| GPA 3.47/4.0**                                                     **May 2025**
Masters in engineering management Industrial Engineering

**Jawaharlal Nehru Technological University, Kakinada, India**                                                     **May 2022**
Bachelors in petroleum engineering

## WORK EXPERIENCE

**Project Engineer| ADANI WILMAR LTD, India**                                                     **Aug 2021 – Sep 2023**

- Planned, scheduled, and executed engineering projects ensuring timely completion within defined budgets.
- Collaborated with vendors and contractors for procurement, equipment installation, and service delivery.
- Monitored project budgets and implemented cost-saving measures without compromising on quality or timelines.
- Ensured strict adherence to statutory regulations and industry standards such as FSSAI, ISO, and HACCP.
- Prepared technical documentation including BOQs, progress reports, work orders, and equipment manuals.
- Coordinated with cross-functional departments including Procurement, Quality Assurance, and Operations for project alignment.
- Reported project status to senior management using dashboards and updates.
- Oversaw on-site execution and coordinated multidisciplinary teams for quality and safety compliance.
- Identified potential risks and developed proactive mitigation plans to minimize project delays.
- Reported project progress to senior management through structured dashboards and status updates.
- Enforced safety practices on-site, conducted toolbox talks, and ensured zero-incident execution.
- Facilitated statutory and environmental approvals from local authorities to maintain compliance.
- Mentored junior engineers and site supervisors, fostering team development and operational excellence.

**Assistant Project Manager| L&T, India**                                                     **June 2020 – July 2021**

- Assisted the Project Manager in developing and implementing detailed project plans, schedules, and resource allocation strategies.
- Monitored project milestones and progress using tools like MS Project/Primavera to ensure on-time completion.
- Enforced strict compliance with L&T's safety, quality, and environmental standards at project sites.
- Liaised with vendors, suppliers, and subcontractors to manage timely deliveries and subcontracted works.
- Tracked project budgets, supported cost control measures, and analyzed variances to maintain financial health.
- Maintained accurate project documentation, including daily logs, progress reports, and compliance records.
- Supported risk assessments and helped in identifying potential project delays and bottlenecks.
- Acted as a communication bridge between clients, consultants, and internal stakeholders to align expectations.
- Managed material inventory and delivery timelines in coordination with the procurement department.
- Assisted in obtaining necessary permits and ensured adherence to all legal and statutory requirements.
- Conducted daily site visits to supervise work execution and ensure alignment with design specifications.
- Recorded scope changes and supported impact analysis for change orders and revised project schedules.
- Fostered teamwork among junior engineers, supervisors, and technicians to maintain productivity and motivation.
- Ensured execution quality by collaborating with QA/QC teams to perform inspections and implement corrective actions.

**Project Coordinator| ONGC, India**                                                   **April 2019 – May 2020**
- Assisted in calculating earned value (project financials).
- Prepared and/or edited meeting agendas/minutes, presentations, and tables.
- Facilitated project meetings and created project documentation.
- Prepared project status reports.
- Recommended corrective actions to ensure project success and facilitate project change requests.
- Tracked resource hours and provided weekly reports.
- Defined, estimated and scheduled project tasks and dependencies.
- Identified project issues and escalated as required.
- Enter durations and assigned resources to activities/projects.
- Entered and tracked milestones and updated project plans (simple and master schedules).
- Project Portfolio Management - HP PPM - Clarity, Plan-View.
- Created RAID Logs and tracked risks, action items, issues and decisions.
- Use Plan-View to manage and integrate the planning and execution of portfolios.

## KEY PROJECTS

**Greenfield Edible Oil Refinery Setup**
- Completed project 3 weeks ahead of schedule and 15% under budget.
- Ensured zero safety incidents during execution by enforcing strict site safety protocols.
- Implemented live project dashboards for senior management reporting and tracking.
- Secured all statutory and environmental approvals from local authorities on time.

**Civil Infrastructure Upgrade for Industrial Plant**
- Reduced procurement lead time by 20% through streamlined vendor coordination.
- Helped recover project delays by performing impact analysis on scope changes.
- Enabled 30% faster permit approvals by improving documentation and stakeholder communication.
- Ensured on-time milestone completion using MS Project and tight progress monitoring.

**Portfolio Reporting & Planning Automation – Oil & Gas Projects**
- Automated reporting workflows, improving visibility into KPIs and project health.
- Conducted earned value analysis, identifying cost and schedule variances early.
- Tracked and escalated risks, reducing project delays by 10% across the portfolio.
- Maintained accurate RAID logs and schedules using Plan-View and Clarity PPM.

## CERTIFICATIONS

**Google Project Management Certificate (Coursera)**
**Project Management Crash Course – Udemy**
**QuickBooks Online Bookkeeping – Coursera**
**Google Project Management, Supply Chain Logistics, Technology Strategy, Oil and Gas industry operations and management, Python for Data science, lean six sigma green belt,OSHA-10,PRIMEVERA 6**

## TECHNICAL SKILLS

**Project Management Skills:** Project Planning & Scheduling, Resource Allocation, Budgeting, Cost Control, Scope Management, Stakeholder Communication, Change Management, Time Management, Performance Tracking, Project Lifecycle Management (Initiation to Closure)
**Tools & Methodologies:** MS Project, Primavera, Trello, Asana, Microsoft Office, Google Workspace
**Agile Methodologies:** Scrum, Kanban, Agile Ceremonies (Daily Standups, Retrospectives, Sprint Planning), Backlog Grooming
**Quality Assurance & Compliance:** QA Process Management, Requirement Traceability, Test Planning, KPI Development, Risk Management, Defect Tracking
**Supply Chain & Operations:** Supply Chain KPI Development, Lean Strategies, Risk Analysis & Mitigation, Warehouse & Inventory Management, Freight Optimization, Logistics Strategy
**Data Analysis & Reporting:** Microsoft Excel, Power BI, Crystal Ball, SQL Server, Dashboard Reporting
**Programming & Automation:** Python, SQL (for QA Automation and Data Handling)
**Technologies & Applications:** MATLAB, AI-driven Process Optimization, Predictive Modeling, Demand Forecasting, GPT-4 (OpenAI)
**Risk Analysis Techniques:** Value at Risk (VaR), Monte Carlo Simulation