Naeem

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**CURRICULUM VITAE** .

## Objective

* Seeking a responsible challenge position with an organization, this can provide an opportunity to convert my ability into better performance.

## Qualification

Diploma of Associate Engineer in Electrical Technology (3 year DAE)

* NATIONAL Polytechnic Institute in 2009. (BUREWALA) Pakistan
* Matriculation (Science)
* Government High School in 2006.BUREWALA ) Pakistan

## U.A.E Work Experience

## currently working as FM TEAM LEADER In Khidmah Maintenance & Services L.L.C. Abu Dhabi

* From May 2012 till date.
* ***Professional Experience as FM TEAMLEADER Gulf***
* From MAY2012 to until now *Work as* FM TEAM LEADER *in KHIDMAH*
* *(L.L.C) Abu Dhabi,* which give report to supervisor by email and update
* about the all-day detail, get work order from customer care and then
* update to customer care after complete the job, and arrange the Teams
* with proper schedule and provided the material to all the team member
* and make quotation, schedule. ***With* knowledge** of Plumber, Electrician,
* domestic water pumps repairs, Installation of building wiring, DB, water
* pump, lighting, and also working in maintenance of Split, window AC and
* Building services or in similar field etc.

## Job Responsibilities:-

* All kind Maintenance of Electrical
* All kind Maintenance of AC Installation.
* Plumber Maintenance Services & Installation.

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| * Electrical Systems & Controls * Installations & Maintenance * Electromechanical Repairs * Blueprints & Schematics * Generators & Transformers * – Switches & Circuit Breakers | * + Electrical Code   + Safety & QA   + Wiring Diagrams   + Troubleshooting   + Testing Instruments   + Motors & Conduit   Use of device (PDA) |  |

## Pakistan Work Experience

* 2 Years work Experience as a JUNIOR SUPERVISE ELECTRICAL in Eden Housing (PVT) Company in Lahore Pakistan.
* Work As Electrician Three Project (234 MW CCPP) In Different Area In Albireo & GE Engineering (PVT) Ltd From 09-07-2011 To 04-05-2012.
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## Course and Computer Skills

* Three Year diploma in electrical field from technical education Pakistan.
* Use of internet (World Wide Web, Excel, adobe photo shop & E. Mail)

**Responsibilities:**

* *Responsible for all MEP job.*
* *Building Management System.*
* *LV, ACB, ATS ,VCB Operation*.
* *Updating work orders in Maximo, Snagging & inspection of sites*
* *Formulating and implementing the engineering and maintenance strategy.*
* *I have knowledge of all kinds of motor starting and control circuit like Star Delta, VFD, Inverter, Soft Starter, and DOL.*
* *Snagging, condition assessment and Take-over.*
* *I have knowledge and training about firefighting and fire control system in the building.*
* *I have knowledge and training about CCTV system in the buildings.*
* *I can read the electrical control diagrams of motor control system.*
* *Reviewing relevant technical designs and drawings.*
* *I have knowledge and working experience on FAHU, AHU, FCU, Heat Exchangers, District cooling system.*
* *I have knowledge and working experience on instrumentation sensor, like pressure sensor, level sensor, motorized valves, and temperature sensor.*
* *Submitting daily, weekly, and monthly report to the client.*
* *Doing daily, weekly, monthly and quarterly PPM according to schedule of all the MEP equipment’s.*
* *Taking reading on daily basis of Electrical consumption, domestic water consumption, and chilled water consumption and send to the client at end of the every month.*
* *I have knowledge and working experience on irrigation pumps, booster pumps, sump pumps, transfer pumps, chilled water pumps etc.*
* *I have an experience to make PPM schedule for my site.*
* *I am following and implementing Safety rules on my team.*
* *I have an experience FM software FSI,MAXIMO ,*

***Reporting To*** *Facilities Manager*

## Personal Details:

Nationality : Pakistani

Date of birth : 01/03/1990

Religion : Islam

Sex : Male

Marital Status : UN Married

Visa Status : Employment

Languages Known : Urdu, Panjabi, English, Arabic

## Declaration

I hereby declare that all the above particulars are true are correct to the best of my knowledge and belief.