RESUME,

ADNAN

PERSONAL INFORMATION:

Date of Birth : 10th April 1986

Nationality : Pakistani

EDUCATIONAL QUALIFICATION:

* B.Sc Electrical Engineering

 University of Azad Jammu & Kashmir, Pakistan)

 CERTIFICATES OF REGISTRATIONS:

* SCE (Saudi Council of Engineers)
* PEC (Pakistan Engineering Council)

VALID DRIVING LICENSE: (Kingdom OF Saudi Arabia)

EMPLOYMENT HISTORY:

**Company: Saudi Technical Group of Companies**

**Project: KAP-1 (King Abdullah Project), Hail**

**Position: Electrical Engineer**

**Duration: May 2015 to till now.**

Job Responsibilities:

* Reviewing the quality documentations (ITP, Checklist,MTC ( Material Test Report) procedures, drawings, material specifications and other quality related documents submitted by contractor) pertaining to telecom activities.
* Inspection and supervision of excavation, back filling and earth work activities.
* Check trench depth, sand bed, conduit / cable installation / protective red tile installation.
* Mandrel testing of the conduits prior to the backfilling.
* Site surveillance to check the construction work and give comments if necessary, according to
* Standards. Familiarization with overall construction scope of work.
* Monitor the underground Installation, check the burial depth and spacing
* Requirements to adjust spacing prior to backfilling.
* To prepare request for inspection for client inspection for completed activities.
* Highlighting all discrepancies detected during monitoring inspection and
* Inform the same to QC Manager.
* Familiarization Engineering standards, procedures, applicable national and International codes and Standard as NEC, NFPA70, NFPA72, and Aramco standards SAES.
* Raising violation/INCR against construction if any non conformance find at site.
* Having knowledge of Security System, Fire Alarm System, AV, Steward Call System, Referee Call System, Nurse Call System and Cell Call System.
* Has also conducted cable testing as per SAES.
* Installation of Patch panels, fiber Optic panels, Cable tray, Cable ladder & Trunking installation has witnessed as per Aramco standards and international standards.
* Splicing of fiber optic cable has witnessed as per Aramco standards.

**Company: Saudi Technical Group of Companies**

**Project: KAPSARC (King Abdullah Petroleum Studies And Research Centre), Riyadh, KSA**

**Position: Electrical Engineer**

**Duration: August 2014 to May 2015**

Job Responsibilities:

* Ensuring the installation per approved drawings & specifications.
* Checked and review QA/QC Documentation.
* Responsible in preparing field inspection notification package and conduct site inspection with client inspector.
* Coordinate and prepare various documents such as test, inspection reports, and safety approval prior to implements of work.
* Familiarize with Saudi Aramco standards and relevant international standards as attached list (NEC, NEMA & ASTM).
* Verification of completeness and corrections of electrical inspection reports.
* Review turnover packages on documents from construction and start up/-commissioning department. Verified /checked on site if the installation layout on construction is based on project technical specifications and standard practice of work.
* P-reparation of documents & drawings, material inspection, witness calibration of various electronic/ pneumatic instruments & verify against specification & data sheet.
* Taking immediate remedial to clear inspection log book comments.
* Closing the violation and INCR in case of compliance with standards.
* Familiar with Aramco Schedule Q, ISP and OSP work.
* Supervision UTP/STP Fiber Optic Cable pulling as per standards.
* Conducting the cable pulling of fiber optic according to proper procedures.
* Installation of racks, Patch Panels and electrical cables.
* Performing system grounding testing.
* Installation of cable ladder and fire alarm system as per standard.
* Megger testing of fire alarm cable on reel and prior to termination.
* Different types of fire alarm devices installation.
* Keeping the files/inspection records always updated.

**Company : Saudi Technical Group of Companies**

**Project : Princess Nora Bint Abdul Rehman University (PNU 05)**

**Position : Electrical Engineer**

**Duration : July 2013 to August 2014**

Job Responsibilities:

* Checking the QC documentation after receiving the RFIs.
* Inspection and supervision of electrical and security system work conducting cabling testing and commissioning first, second and third fix.
* Experience of various devices used in fire alarm system.
* Inspection and supervise of earth work activities.
* Inspection and checkout the conformance of earthling rod with inspection pit installation as per drawing requirement and specification.
* Check trench depth, sand bed, conduit / cable installation / protective red tile installation.
* To instruct and advise project staff on QC matters & monitor QC daily activities.
* Prepare inspection and test reports of all apparatus tested and submit to the client for evaluation and approval.

Inspect checkout all type of lighting and small power installation and that all connections cable / glands / connection are correct. And assisting / checkout auxiliary power supply such as: battery cabinets, racks and connection between elements for compliance with project specification and vendor drawing.

* Conducting HV & LV cables testing to determine integrity of insulation.
* Site surveillance to check the construction work and give comments if necessary according to standard.
* Familiarization with overall construction scope of work.
* Monitor the underground installation, check the burial depth and spacing
* Requirement to adjust spacing prior to backfilling.
* Conduct internal inspection among all activities and record inspection findings
* In the internal inspection logbook, follow up with the construction to ensure
* That the activities complying with the requirements.
* To coordinate, control and monitor quality control / Inspection
* Activities at the project site.
* Familiar Engineering standards and procedures and applicable national and
* International codes and standard as NEC, IEC, NFPA70.
* Reporting both verbally and in writing any non-conformance discovered.
* Follow up the violation to close the log book comments.
* Preparing of relevant QC documents for audit before signing off.
* Coordinate and verify the Punch List items and make sure that all the concern Parties are informed and make the necessary documentation for clearing the Punch list items.
* Responsible to check pre-commissioning test such as.
* Insulation/continuity test of all wiring systems prior to termination of equipment and panel boards.
* Earth resistance test of the grounding system as per Standards.
* Megger and Continuity, testing of cables.
* Testing of transformers, Breakers & switch gears.
* Keeping the files/inspection records always updated.

**NATURE OF CONSTRUCTION WORK CARRIED OUT:**

* Inspection and installation of PVC & EMT Conduiting.
* Inspection and installation of fire alarm panels and devices.
* Splicing, Installation & inspection of power and control cables.
* Duct-banking and cable trenching installation.
* Installation and termination of electric motor roll up door motor, lighting fixture and power outlets.
* Installation of Panel Boards, cable laying, tray fixing, conducting, testing & commissioning.

**Company : Skyways (Pvt) Ltd, Pakistan.**

**Position : Electrical Engineer**

**Duration : May 2010 to May 2013**

Job Responsibilities:

* Inspection and supervision of electrical and security system work conducting cabling testing and commissioning first, second and third fix.
* Experience of various devices used in fire alarm system.
* Inspection and supervise of earth work activities.
* Inspection and checkout the conformance of earthling rod with inspection pit installation as per drawing requirement and specification.
* Check trench depth, sand bed, conduit / cable installation / protective red tile installation.
* To instruct and advise project staff on QC matters & monitor QC daily activities.
* Prepare inspection and test reports of all apparatus tested and submit to the client for evaluation and approval.
* Preparing inspection and keeping the tests reports of all electrical instrument tests.
* Coordinate and prepare safety approval prior to the implementation of the work.
* Checked and review QC documentation.
* Distributing the power from transformer to Generators, Testing of power and control Cables.
* Coordinate with technical staff and project manager during weekly meetings.
* Verification of completeness and corrections of inspections reports.
* Installed and commissioned new equipment such as ac generators power transformers, auxiliary generators, breakers, relays and auto transformer.
* Preparing tests for transformers and keeping their record monthly.
* Resolving troubleshooting instantly during the testing
* Megger and Continuity, testing of cables.
* Testing of transformers, Breakers & switch gears.
* Keeping the files/inspection records always updated.
* Access Control System
* Hi pot. Test (MV Cables)
* Transformer Test (Transformer Ratio Test).
* To analyze the RFIs & perform the necessary action to close the issues.
* To make B.O.Q & re measure it as per site.
* To evaluate the work done as per site.
* To check the shop drawings for LV panels, low current, low voltage & medium voltage.
* To monitor the safety conditions at site & make necessary actions.
* To monitor the quality of work installation at site.
* To prepare the work report on daily basis & weekly basis.
* Bus Way Installation (3200 A & 400 A)
* Grounding and Earthling System
* LV Power Distribution (LV panels & MCC)
* Installation of Cable Ducts & Cable Tray
* Lighting System
* Addressable Fire Alarm System
* Installation of Data System
* Different types of fire alarm devices installation.
* Keeping the files/inspection records always updated.
* To manage & perform required work on spot at the site.
* To keep brief eye at the essential work regarding electrical construction.
* To check & manage the approved material.

**KEY SKILLS:**

* Preparing progress reports (Daily/weekly/monthly, as per project requirement).
* Preparing Method Statements and Site Survey Templates.
* Installation and inspection of Electrical Equipments including both LV and HV.
* Safety – Responsible for personal safety and safe working practices in the Company.
* Management Competency for both Design and Execution Teams..
* Onsite Experience and Strong Understanding of Related Processes and Methodologies.

Ability to Organize Work Load and to Manage a Large Number of Projects Concurrently, with Accuracy and Speed.

**COMPUTER SKILLS:**

* MS OFFICE (Word, Excel, Power Point)
* Auto CAD

**Job Seeker First Name / CV No: 1718736**

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