**NASIR**



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**PERSONAL SUMMARY**

**Highly focused facilities manager with knowledge and understanding of various sectors,**

**such as operations, technical services, improving efficiency, reducing costs whilst increasing**

**productivity. Dedicated sportsman, experienced in training, health & fitness.**

**Welcoming, professional, efficient, easy going and enjoy working with a multidisciplinary team.**

**EMPLOYMENT HISTORY**

**Jan 2013 – Present Camp Foreman / Facilities Manager**

**Stirling Group, Leadership Assessment & Training Centre, Al Ain**

[**https://www.youtube.com/watch?v=9L\_f5r5tT90**](https://www.youtube.com/watch?v=9L_f5r5tT90)

Managing large training facility and assets. Providing project support for staff, clients and VIP guests. Managing logistics and operations, organising and planning essential central services such as reception of clients, security, maintenance, cleaning, catering, and ensuring facilities are in good condition for our large projects and high profile government clients.

* Warmly welcoming and receiving guests and clients into our Centre, and anticipating their needs
* Preparing and facilitating tasks and equipment for assessment & training projects
* Responsible for coordinating support staff to cover various areas
* Supervising a small team of support staff, including camp technicians, catering, cleaning, security, subcontractors
* Collecting and evaluating feedback questionnaires from our guests and looking at improvements
* Comparing costs for required goods/services to achieve maximum value; purchasing and budgeting
* Checking that agreed work by staff or contractors has been completed satisfactorily
* Responsible for site maintenance, repairs and services; Electrical, Fire, plumbing, engineering work
* Ensuring site meets health and safety requirements and that facilities comply with legislation
* Overall responsibility for security, safety, and risk assessment on site
* Responding appropriately to emergencies as they arise
* Logistics and transportation of equipment & machinery to our different training sites

**June 2012 – Jan 2013 Camp Staff& Driver**

**Olive Group (sister company of Stirling Group), Desert Leadership Assessment & Training Centre, Al Ain**

* Developing and maintaining knowledge of assessment and training tasks in order to support and facilitate staff with project logistics and implementation
* Carrying out site maintenance, repairs and services
* Assisting to ensure site is in compliance with H&S; keeping staff and clients safe
* Driving and transporting staff and guests/clients safely
* Planning activities for clients
* Assisting the Head of Facilities & Operations in other projects as required
* Supervising Gym and Recreation Area; ensuring health & safety, devising creative group fitness activities for our guests

**2008 – 2011 Supervisor Technician, Al Ain Fountains**

**Al Darmaky Agricultural and Landscape Solutions**

* Mechanical and operational maintenance, evaluation and diagnostics of Al Ain public fountains
* Supervising and supporting a team of 6 labourers
* Liaising with relevant government agencies as required

**EDUCATION, SKILLS & COMPETENCIES**

2015 IOSH Certification; Managing Safety, Risk Assessment

2015 First Aid

2015 Fire Warden

2006 Driving licensure; Heavy Bus, Minibus, Light Vehicle

2004-2006 Wensam College, Pakistan

**Additional Languages:** Pashto, Urdu, Hindi, Arabic

**Hobbies & Interests:** Playing cricket, weight training/bodybuilding, swimming, gardening/agriculture, information technology