**Covering Letter**

Dear Sir/Madam,

Subject: ***Applying for an* Senior  *Electrical Supervisor***

I am a Diploma holder in **Electrical & Electronics Engineering** with good academic records and having ***7 years relevant experience*** in Erection, maintenance and construction in commercial/hotel/hospital building.

If your esteemed organization can offer me a challenging environment matching to my qualifications and experience, I kindly request you to consider my candidature. A copy of my resume is enclosed for your kind perusal.

Thanking you,

With regards

**Mohamed**

**Curriculum Vitae**

**7 years as an Senior *Electrical Supervisor***   
E-Mail: [**Mohamed.310558@2freemail.com**](mailto:Mohamed.310558@2freemail.com)

**Career Objective:**

To gain the position of an **Senior *Electrical Supervisor*** where my credentials and work experience will contribute towards achieving the goals and objectives of the organization.

**Professional Experience:**

**Organization: ARCO Electro mechanical, Abu Dhabi.**

**Designation Senior *Electrical Supervisor***

**Duration: April 2014 to till date**

***Projects Involved:***

* Abudhabi invesment council(Vip floor), Abudhabi.
* Alreem lounge (Terminal 1 Abudhabi airport)
* Shining Tower(SEHA), Abudhabi

***Major Client:***

* Abudhabi investment council.
* Plaza premium Lounge.
* SEHA, Abudhabi

***Project Responsibilities:-***

* Installation of all trays, trunking, conduits for containment and cabling as per approved shop drawing.
* Installation of db, control panels, fire alarm panels
* Testing, commissioning of fire alarm system entirely in areas in lounge area
* Auditorium, corridors, elevator lobbies etc
* GI tray, trunking installations.
* Meeting with client, consultant and main contractor.
* Attending project progress review meetings with client and consultant.
* Co-ordination with self and sub-contractors design team.
* Delegation of work to execution team.
* Continuous monitoring of site progress and quality of work.
* Preparation and submission of maintenance manual, as built drawings.
* Carrying out site & factory inspection of panel and equipment’s.
* Controlling all aspects of projects execution till completion.
* Including systems as central emergency battery system, BMS, fire alarm, access control, lighting control system and CCTV.
* Coordination with commissioning team for testing and commissioning.
* Planning and phasing of manpower and material as per agreed program.
* Involved in installation, testing and commissioning in access control system, CCTV & PA system.
* Involved in installation, testing and commissioning in GRMS (guest room management system) interface with thermostat, keycard, and wall stations.
* Involved in installation, testing and commissioning in lighting control system through manual operation, system on/off status, motion sensor and photo sensor.
* Involved in installation, testing and commissioning for BMS, emergency lighting system.
* Involved in installation, testing and commissioning in emergency disable alarm system
* Material involves refuge unit, repeater relay, toilet controller, over door sounder, pull cord and reset button.
* Installation of MSMDB, SMDB, db, control panels, fire alarm panels, ups.
* Installation of all trays, trunking, conduits for containment and cabling as per approved shop drawing
* Testing, commissioning of fire alarm system entirely in areas in classrooms, auditorium, corridors, elevator lobbies pump rooms, mech. Rooms, car park etc.
* GI tray, trunking PVC trunking installations.
* Attending project progress review meetings with client, consultant and contractor.
* Co-ordination with sub-contractors design team.
* Delegation of work to execution team.
* Continuous monitoring of site progress and quality of work.
* Preparation and submission of maintenance manual, as built drawings.
* Carrying out site & factory inspection of panel and equipment’s.
* Controlling all aspects of projects execution till completion.
* Including systems central emergency battery system, BMS, fire alarm, access control and lighting control system and CCTV.

***Areas Covered:***

* Car parks, Restaurants, Kitchens, Storage rooms, Dining areas, Guest rooms, Common corridors, Apartments, Chalets, Guest elevator lobbies, Service lobby, Meeting Rooms,Vipfloor

**Organization: ETA – MNE Division, Abu Dhabi.**

**Designation: Senior  *Electrical Supervisor***

**Duration: JULY 2008 to 2013**

***Projects Involved:***

* Abudhabi Future School Program (Shawamekh)
* The Ritz Carlton

***Major Client:***

* Amana
* Abudhabi National Hotels

***System Details:-***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **System Name** | **Controller name** | **Model No.** | **Make** | **Software** |
| **B.M.S.** | Care-Xl web 8.04.00  &  CPIPC/EXPIO/SPC | XL1000, 500 | Honeywell | Care Xl-web |
| **C.C.T.V.** | BOSCH | NBC-11P-455 | BOSCH | Video management system |
| **Access Control System** | BOSCH | TS-AC01 | BOSCH | 4 WIEGAND READER |
| **FireAlarm system** | 1.Simplex  2.Edward | XLS1000  &  XLS 200 | 1.SIMPLEX  2.EDWARD | 1.4100U  2.EST3 |
| **DISABLE ALARM SYSTEM** | BALDWIN | - | BALDWIN | - |
| **DIMMING SYSTEM** | LUTRON | CGP-8A-1319 | DEBBAS | - |
| **LIGHTING CONTROL SYSTEM** | SWITCH ACTUATOR | - | ABB | - |
| **CENTRAL EMERGENCY BATTERY SYSTEM** | CGS | VCG-S  VCG-SK  VCG-SLU  VCG-CEAG | COOPEX CEAG | - |

***Man Management:***

* Supervising and monitoring performance level of staff for ensuring accomplishment of the target.
* Organizing regular periodic meetings & trainings for staff & engineers for discussing current work issues and devising solutions for enhanced operations

***Project Responsibilities:***

* Installed MV switchgear, Aux. Transformer, Bus duct, DG set.
* Installation of light fittings, sockets, cable route, ladder/tray and jet fans.
* Supervising for laying power/control cables panels to electrical equipments.
* Installation Auxiliary earth MAT to all electrical equipments, ladders and all panels.
* Lighting/Small power DB’s wiring and termination.
* Preparing preliminary material quantities for work execution.
* Ensure all the works has erected with proper safety manner.

**Educational Qualification:**

* **Diploma in Electrical & Electronics Engineering (**First Class)
* **Operating Computer Software**
* MS Office 2007
* Windows 7

***Key Skills & Abilities:***

* Accuracy and attention to detail in all areas of work.
* Ability to work under pressure to ensure all work processed to meet tight deadlines.
* Dedicated and hardworking individual with strong communication skills.
* Extensive knowledge of electrical components and its applications.
* Comprehensive knowledge of electrical installation, erection and reading drawings.
* Can work with minimal supervision.
* Fast learner and eager to learn techniques and ideas towards company goals satisfaction
* Ability to handle multi-task and work effectively in a fast paced working environment.

**Personal Details:**

Name Mohamed

D.O.B. : Oct 23, 1984

Gender : Male

Marital Status : Single

Nationality : Indian

Languages Known : English, Hindi, and Tamil