**CURRICULUM VITAE**

**Mohamed**

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**OBJECTIVE**

Seeking senior level assignments in Facilities Management, Planning, Scheduling, Managing the assets by using Project Management tools (MAXIMO/CAFM) with an organization of high repute.

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**PROFILESUMMARY**

**Experience in UAE: 15 Years & 6 Months**

**Current Position: Sr.Facilities Engineer**

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| **Key Skills:** | | |
| * Facilities Management * Contract Management * Preventive Maintenance * Corrective Maintenance * Team Management | * Technical Support * Planning & Scheduling * Quality Assurance * Decision Making * Safety Compliance | * Energy & Water Control * Client Service * Relationship Building * Incident Management * Attention to details |

* Analytical, client-minded professional with **21 years of diversified experience** proven in maintenance and improvement of facilities across various high-tech Building Maintenance, Telecom Facilities Maintenance, Electrical Engineering.
* Managing projects right from development to delivery encompassing planning, monitoring and controlling in various phases of project lifecycle.
* Expertise in managing complete facility management including operation & maintenance, housekeeping, vendor development, purchase, asset management, etc.
* Proficiency in managing maintenance of various MEP equipment for reducing downtime, trouble shooting, enhancing operational effectiveness of equipment and evaluation.
* Adopt project management tools and techniques like project planning & scheduling using **Maximo by IBM & Concept Evaluation (CAFM) by FSI.**
* An enterprising leader with the ability to motivate personnel towards achieving organizational objectives and adhering to industry best practices.
* Customer satisfaction oriented, strategic leader, skilled in identifying and recommending preventive and corrective maintenance activities to fulfill all contractual requirements.
* Focused on building positive relationships with clients, consultants, senior management, peers and direct reports.

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**CORE COMPITENCIES**

**Project Management:**

* Analyzing contractual commitments, specifications, design changes and other data’s to plan and develop logistic program activities from conceptual stage through lifecycle of the project.
* Leading the **mobilization**byarrangingResources (manpower& transportation), Sub-contractors (for specialized services) and Procurements (spares, consumables, Tools, Measuring Instruments, PPE, Uniforms and Stationaries).
* Implementing**Snagging, Barcoding and Asset condition registry** during mobilization period.
* Monitoring projects with respect to cost, resource deployment, time over-runs, quality compliance and manpower planning to ensure timely execution of the projects.
* Developing budget and annual plan to manage facilities as per organizational needs& parameters.
* Leading and performing**Internal Audit inspection** on different departments for QHSE Management System Certification (ISO9001, ISO14001 & ISO18001).

**Operations & Maintenance:**

* Managing**hi-techMEP facility services** (HVAC, Electrical & Plumbing Systems,UPS, Generators, Elevators, BMS, Fire Alarm &Fire Fighting Systems, CCTV, Access Control, PAS, AV Systems, Gate Barrier, Automatic Doors, Master Clock System, Housekeeping, Security, etc.) including ancillary civil works.
* Planning and implementingpreventive, corrective & reactive maintenance schedules for various assets to increase machine up-time & equipment reliability through **Maximo/CAFM System**.
* Carryout periodic inspections to ensure maintenance works are being followed in accordance with global standard and requirements of the clients.
* Ensuring sub-contractor schedules and corrective works are carried out as per manufactures recommendation.
* ManagingProcurement, Store Inventory and Resource planning through **Maximo System.**
* Generate Report to analyze data and advice on optimum maintenance priorities.
* Monitoring and ensuringthat client’s requirements are complied with SLA and KPI measures.
* Comprehensive understanding of maintenance planning and implementation to ensure timely delivery within set budget and specification.
* Implementing**Quality Management Systems (ISO:9001)**through operatingplans and procedures on various projects in accordance with the global standards and requirements of the client.

**Installation and Commissioning of equipment’s:**

* Planningand providing specifications and information as per design and procurement of equipment’s by applying applicable international codes and/or project specific standards.
* Inspection and testing of equipment’s.
* Effective analytical & problem-solving skills and ability to formulate & communicate sound recommendations.
* Reviewing and approving vendor documentation for the equipment’s on assigned projects.

**Health & Safety:**

* Coordinating and advising on firefighting facilities/equipment and conducting audits&mock drills to ensure fire prevention measures are in place and to identify the areas for improvement.
* Determining the nature of hazards and instruct action plans in the event of any emergency or fire/gas detection and suggest necessary measures for better conditions of work environment.
* Implementing**Health Safety Environment Management System (ISO:14001& OHSAS:18001)**through HSE plans and safe operating procedures on various projects in accordance with the global standards and requirements of the client.

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**EDUCATION**

Bachelor Degree in Electrical & Electronics University of Madras, INDIA April 1995

P.G. Program in Electronic Design C.E.D.T, INDIA April 1997

Course in UNIX, C & Oracle L.C.C, INDIA May 1997

Course in e-Commerce Solutions Zap InfoTech, INDIA May 2001



**TRAINING**

IMS internal Auditor Course BSI, Dubai, UAE March 2012

IMS internal Auditor Program IBEX System, Dubai, UAE October 2016

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**COMPUTER SKILLS**

Maintenance Software **:** **Maximo by IBM & Concept Evaluation (CAFM) by FSI**

Project Software **:** MS Project, MS Excel, MS Word, MS PowerPoint

e-Mail **:** MS Outlook, Lotus Notes

Operating Systems **:** Windows 7 (Network)

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**PROFFESSIONAL EXPERIENCES**

**PRESENT PROJECT:**

Period **:Jan 2014 to Present (3 Years)**

Organization **:**Etisalat Facilities Management, Dubai

Client **:Musanada (Abu Dhabi General Services Company)**

Project **:MEP Maintenance andancillaryCivil Worksfor Al Ain Mosques (1100 Facilities)**

Activity **:Sr.Facilities Engineer**

**Achievements:**

* Successfully deliveredActing Manager position assigned from time to time throughout the project for both Hard and Soft services.
* Reviewed existing outsourced servicecontracts, revise the scope and cost which led to 20-30% saving (approx.960K/annum).
* Restructure and redistribute resources (Manpower and Vehicles) which led to waiving of over budgeted expenses.
* Establish, lead and successfully completed the mobilization works includes resources, sub-contractors and procurements within the budget allotted and target period provided by client.
* Achieved 11% net EBIT (avg. for 3 yrs.) on P&L by controlling and managing thebudgets and costs.
* Directed site survey and supported budget preparation for new tenders notice.

**KeyResponsibilities:**

* Monitor site activities and provide analytical and maintenance delivery strategies.
* Implement snagging, barcoding and asset condition registry during the mobilization period.
* Planandmonitor PM & RM activities through **CAFM &FSI mobility using CAT Smart Phone.**
* Prepare out-sourced services scope, KPI, SLA and agreements and ensuremaintenance schedules and corrective works are carried out as per manufactures recommendation.
* Managingprocurement, store Inventory and resources planning through **Maximo System.**
* Prepare and presented monthly progress and performance reports to the client.
* Generate report to analyze data and provide advices on the optimum maintenance priorities.
* Monitoring and ensuringclient requirements are complied with **SLA and KPI measures**.
* Generate andmanage implementation of **assets life cycle planning**.
* Maintain technical library (catalogues, O&M manuals, drawings, commissioning reports, test reports, warranty certificates, etc.).
* Provide support and involved in Energy & Water saving report proposed to the client.
* Lead the handover activities for new buildings by providing snags and ensuring the completion of snags in accordance with standard and specifications.
* Establish and implement **QHSE Management System** (ISO:9001, ISO:14001 & OHSAS:18001)through plans and safe operating procedures in accordance with the global standards and requirements of the client.
* Lead and perform**Internal Audit inspection** on different departments for QHSE Management System Certification (ISO:9001, ISO:14001 &OHSAS:18001).
* Maintain an excellent business relation with Clients, Tenants and Contractors.

**PREVIOUS PROJECT-6:**

Period **:Jan 2011 to Dec 2013 (3 Years)**

Organization **:**Etisalat Facilities Management, Dubai

Client **:Musanada (Abu Dhabi General Services Company)**

Project **:MEP Maintenance andancillaryCivil Works for Government Offices& Schools**

Activity **:Facilities Engineer**

**Achievements:**

* Successfully delivered Acting Manager position assigned from time to time throughout the project
* Generate additional works and secure overall up-selling revenue up to 20% (18.36M/3 yrs.).
* Restructure and redistribute resources (Manpower and Transportation) which led to waiving of over budgeted expenses.
* Establish, lead and successfully completed the mobilization works includes resources, sub-contractors and procurements within the budget allotted and target period provided by client.
* Managed and commissioned many equipment installation contracts with MUSANADA clients.
* Achieved 15% net EBIT (avg. for 3 yrs.) on P&L by controlling and managing the budgets and costs.
* Directed site survey and supported budget preparation for new tenders notice.

**Key Responsibilities:**

* Provide quality service that meets the below multi-clients expectationsand cultivate good business and long-lasting relationships.

|  |  |
| --- | --- |
| * ADEC (Abu Dhabi Educational Council) * FDF (Family Development Foundation) * DED (Department of Economic Development) * SCAD (Statistics Center Abu Dhabi) * SSD (state Security Department) * EAD (Environmental Agency Abu Dhabi) | * RRER (Rulers Representative of Eastern Region) * ADSC (Abu Dhabi Sports Council) * ADFCA (Abu Dhabi Food Control Authority) * DOF (Customs Department) * HAAD (Health Authority of Abu Dhabi) |

* Monitor site activities and provide analytical and maintenance delivery strategies.
* Implement snagging, barcoding and asset condition registry during the mobilization period.
* Planand monitor PM &RM activities through **Maximo System & mobility using HoneywellPDA.**
* Prepare out-sourced services scope, KPI, SLA and agreements and ensuremaintenance schedules and corrective works are carried out as per manufactures recommendation.
* Managingprocurement, store inventory and resources planning through **Maximo System.**
* Prepare and presented monthly progress and performance reports to the client.
* Generate report to analyze data and provide advices on the optimum maintenance priorities.
* Monitoring and ensuringclient requirements are complied with **SLA and KPI measures**.
* Maintain technical library (catalogues, O&M manuals, drawings, commissioning reports, test reports, warranty certificates, etc.).
* Lead the handover activities for new buildings by providing snags and ensuring the completion of snags in accordance with standard and specifications.
* Establish and implement **QHSEManagement System** (ISO:9001, ISO:14001 & OHSAS:18001)through plans and safe operating procedures in accordance with the global standards and requirements of the client.
* Lead and perform**Internal Audit inspection** on different departments for QHSE Management System Certification (ISO:9001, ISO:14001 &OHSAS:18001).

**PREVIOUS PROJECT-5:**

Period **:Dec 2002 to Dec 2010 (8 Years)**

Organization **:**Etisalat Telecommunication Corporation, Dubai

Project **:Operation & Maintenance of Telecom buildings and Telecom Power Plants**Activity **:Electrical Engineer**

**KeyResponsibilities:**

* Key point of contact for clients, sub-contractors and other on-site professionals for below mixed use buildings.

|  |  |
| --- | --- |
| * Office Buildings * Telecom exchange Buildings * Data Centers | * GSM Shelters * Customers Service Centers * Accommodation & Stores Buildings |

* Manage Installation, Testing & Commissioning and Maintenance of Telecom Offices and Power Plant equipments such as Generators (up to 2275 KVA) with synchronization, LV Panels with PLC Control, Large Capacity SMPS Rectifiers (up to 3600 A), Large Capacity UPS (up to 800 KVA), Batteries (2200 AH), AC, DC & UPS Distributions, Electrical, Fire Alarm & Fire Fighting Systems.
* Plan and monitor PM/RM activitiesand provide technical support to the teams.
* Lead the shutdown and changeover activity by creating and implementing the Method Statement and successfully completing the hazardous work.
* Control and monitor monthly progress and performance and ensure the operation is executed within the budget allotted.
* Lead and monitorsub-contractor’s scopes& agreements and ensureservices are carried out as per manufactures recommendation.
* Lead the handover activity for new buildings by providing snags and ensuring the completion of snags in accordance with standard and specifications.
* Managingprocurement and resources through **OracleProcurement and HRMS System.**
* Prepare and manage materials procurements and inventory details, specs, minimum quantities and consumption reports.
* Ensure project administrative records are maintained for efficient project management and to protect the company’s interests. (i.e., to protect against contractual claims, legal action, etc.).
* Maintain technical library (catalogues, O&M manuals, drawings, commissioning reports, test reports, warranty certificates, etc.).
* Lead and implement **QHSE Management System Certification** (ISO:9001, ISO:14001 &OHSAS:18001)and maintain the process and records as per ISO standards.
* Lead and perform**Internal Audit inspection** on different departments for QHSE Management System Certification (ISO:9001, ISO:14001 &OHSAS:18001).
* Keeping senior management informed for all changes in my areas of responsibility.
* Experience of recruitment, induction and training of Maintenance team.

**PREVIOUS PROJECT-4:**

Period **:Aug 2000 to Feb 2002 (1 Year &6 Months)**

Organization **:**RossChem Industries Limited, India

Project **:Operation & Maintenance of Electrical Systems in continuous process plant**

Activity **:Executive Engineer**

**KeyResponsibilities:**

* Installation and Maintenance of LV Panel includes Air Circuit Breakers, Control and Protection Panels (Relays), Motor Control Panels, PDB, Cabling and Earthing.
* Plan and ensure maintenance schedules and corrective works are carried out in accordance with standard and specifications.
* Lead and monitor theteams and ensure efficient operation of the equipments.

**PREVIOUS PROJECT-3:**

Period **:Apr 1999 to Jul 2000 (1 Year & 3 Months)**

Organization **:**Randridge Emirates, Abu Dhabi

Client **:IVO Power Engineering Ltd (Finland)**

Project **:Install and Commission LDC-SCADA System in ADWEA Power & Water Stations**

Activity **:Electrical Engineer**

**KeyResponsibilities:**

* Installation, Testing & Commissioning of IFC, RTU & Battery Chargers at various Power Stations and Water Stations.
* Installation, Testing & Commissioning of large capacity 400KV SF6 gas insulated switchgears and associated control panels at Taweela-B Power Distribution Station.

**PREVIOUS PROJECT-2:**

Period **:Dec 1995 to Apr 1999 (3 Years &4 Months)**

Organization **:**Pentafour Products Limited, India

Project **:Operation & Maintenance of Electrical Systems in continuous process plant**

Activity **:Executive - Electrical**

**KeyResponsibilities:**

* Installation, testing, commissioning and maintenance of 22KV Sub Stations, LV Panel includes ACB & Capacitor Bank, Generators in parallel operation, Motor Control Centers, Induction Motors, Variable drives, PDB’s, Cabling, Earthing and all associated Electrical equipments.
* Plan and monitor preventive and corrective activities are carried out as per the job plans.
* Maintainthe records for all maintenance activities.
* Monitor and report overall work progress against the plan and forecasts.

**PREVIOUS PROJECT-1:**

Period **:May 1995 to Nov 1995 (6 Months)**

Organization **:**Industrial Development Corporation, India

Project **:Operation and Maintenance of HT & LT Electrical Equipments**

Activity **:Electrical Engineer**

**KeyResponsibilities:**

* Operation and maintenance of HT & LT Electrical Equipments.
* Plan cable routing for Switchgears and Control Panels.
* Calling Quotation for Procurement of equipment’s and spares.

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**PERSONAL PROFILE**

Age & Date of Birth **:** 43 Years (30th July 1973)

Gender **:** Male

Marital Status **:**  Married

No of Dependents **:** 4

Nationality **:**  Indian

Religion **:**  Islam

Language Proficiency **:** Good Command in English, Hindi, Tamil & Malayalam

Interests **:** Badminton, Cricket, Gardening, Running and Music