*Objective*

To achieve a challenging career in your esteem organization and prove an asset through my inborn inclination for hard work and passion to excel in the job I pursue to grow and lead a group.

*Profile*

Flexible and versatile – able to maintain a sense of humor under pressure. Poised and competent with demonstrated ability to easily transcend cultural differences. Thrive in deadline-driven environments. Excellent team-building skills.

*Skills Summary*

|  |  |  |
| --- | --- | --- |
| * *Project Management* | * *Computer Savvy* | * *Time Managements* |
| * *Customer Service* | * *Approx. 16 Years exp in Air Conditioning field* | |

*UAE Professional Experience*

## *Presently working as an Maintenance Assistance In-charge in* ***ADNOC TECHNICAL ACADEMY*** *from 07/01/2015 till date.*

## *Taking care for the Maintenance jobs which has to be conducted in ATA premises.*

* *Conducting inspection on daily base to trace and locate the complaints to be rectified.*
* *Conducting inspection after the work is being carried out by the contractors.*
* *Checking on cost and quality of the work carried out by the contractors in the premises.*
* *Maintain records of the work to be submitted whenever it has been asked.*

## *Worked as an* ***HVAC******TECHNICIAN*** *in the field of Packages and Ducted Splits with* ***Juma Al Majid (Est.)****, EMW-OMD Division since 6th March 2004 till 20th Dec 2014.*

* *Well versed with Package Unit, Ducted Split, Multi Unit & Split Unit*
* *Handling clients like P.W.D, Municipality, ADNOC Fuel Stations, ADNOC Petroleum Institute, ADNOC Technical Institute, ADDC & SKMC Hospital & Clinics with absolute efficiency.*
* *Confident communication and presentations.*
* *Ensuring full compliance with agency requirements and tight deadlines.*
* *Conduct small-group technical sessions.*
* *Rapidly learn and master various programs.*

*India’s Professional Experience*

## *Worked as* ***“Refrigeration Mechanic”*** *in* ***Weather works Pvt. Ltd.*** *(Mumbai) Since 25th May 1998 till 7th April 2001.*

## *Worked as* ***“AC Asst Technician”*** *in* ***Gil Air Conditioning Pvt. Ltd.*** *- Voltas Authorized Dealer (Mumbai) Since 9th April till 10th Oct 2001.*

## *Worked as* ***“Refrigeration Technician”*** *in* ***Kool Mart Pvt. Ltd.*** *- Godrej Authorized Dealer. (Mumbai) Since 11th Oct 2001 till 20th May 2002.*

## *Worked as* ***“AC Technician”*** *in the* ***field of Package and Ductable units with******Vighneshwar Air Conditioning Pvt. Ltd.*** *- Blue Star Authorized Dealer (Mumbai) Since 21st May 2002 till 5th March 2004*

*Technical Qualification*

* *Certification Course Certificate in AIR CONDITIONONG & REFRIGIRATION (Saboo Siddiq Technical Institute – Mumbai, India in 2000)*
* *Diploma in Mechanical Engineering through distance learning program (Manav Bharti University Himachal Pradesh, India in 2014)*
* *Currently studying Diploma in B.Sc. Engineering through distance learning program (Jaipur University)*

*Educational Qualification*

* *Passed Matriculation (SSC i.e., Secondary School Certificate) exam from Mumbai board  
  in 1997-1998*

*Personal Details:*

|  |  |  |
| --- | --- | --- |
| *Date of Birth* | *:* | *24th May 1982* |
| *Place of Birth* | *:* | *Mumbai – INDIA* |
| *Marital Status* | *:* | *Married* |
| *Sex* | *:* | *Male* |
| *Religion* | *:* | *Islam (Sunni Muslim)* |
| *Nationality* | *:* | *Indian.* |
| *Date of Issue* | *:* | *7th Oct 2015* |
| *Date of Expiry* | *:* | *6th Oct 2025* |
| *Visa Status* | *:* | *Resident* |
| *Languages Known* | *:* | *Arabic, English, Hindi and Marathi* |

*I hereby declare that the above all information is very true to the best of my knowledge. Reference can be provided on request.*

*Thanking you.*

*Arshad*