

**dinU**

 **(B.E in Mechanical Engineering)**

Mob: C/o 971501685421 email:**dinu.377772@2freemail.com**

***CAREER OBJECTIVE:***

*Searching for a challenging career in a reputed company, where I can continue to grow along with the organization by applying my thoughts and efforts for achieving goals and work satisfaction*.

***PROFESSIONAL EXPERIENCE:***

**1. *ORGANISATION* : ALBANNA ENGINEERING PVT LTD (Subsidiary of ALBANNA ENGINEERING LLC, Dubai)**

* + - **Project : BPCL , Kochi Refineries, India**
		- **Designation : Material Control Engineer**
		- **Reference : Mr. Basil ( Project Manager )**
		- **Period : February 2015 to February 2018**

**Project Description: Mechanical Work, Civil Work, Fabrication, Supply Chain, Erection & Commissioning of Equipment, Structure and Piping of Diesel Hydrotreater Unit and Vacuum Gas Oil Unit.**

***WORKING PROJECT DETAILS***

***Responsibilities:***

* As per Site Requirement arranging the material.
* Production flowing smoothly with the needed material.
* Prepare and Maintain the Required material’s daily and weekly schedule.
* Vendors Material’s inspection Report and third party certificate checking.
* Preparation and maintain the Material Received Notes/ Material Issue Voucher (MIV).
* Preparation and maintain the Material Stock List.
* Segregation and keeping the materials in proper places as per class and type.
* Maintaining the Material Log Book.
* Internal Material reconciliation and audit Reports making every Quarter.
* Preparation and maintain the Material Return Voucher (MRV).
* Final Reconciliation Report making after the completion of the project.
* Familiar with the drawings (GA, Isometric, P&ID)
* Correspondence with Client, Consultant, Sub Contractors & Vendors/Suppliers
* Co-ordination with All Department
* Prepare reconciliation between earlier schedule and current schedule.
* Material issuing as per the Priority Loop Wise completion schedule.
* Co-coordinating with H.O for procurement of Materials.
* Material Tracking and Co-coordinating with Client and Project Execution.

# 2*.* ***ORGANISATION* : APCON ENGINEERING INDIA LTD**

* + - **Project : Structure Erecting And Assembly**
		- **Designation : Site Supervisor**
		- **Reference : Mr. George Thomas ( Site Manager)**
		- **Period : December 2013 to January 2015**

**Project Description: Mechanical Work, Structure Erection, Assembly, Fabrication, Installation Etc.**

***Responsibilities:***

* Oversee day to day operations of the facility.
* Provide for site safety and security.
* Conduct regular inspections and maintenance of systems and equipment.
* Prepare and file accident reports.
* Keep accurate records of employee attendance and timesheets.
* Supervise and evaluate staff; complete employee reviews.

***ACADEMIC CREDENTIAL:***

* Degree in Mechanical Engineering completed from Anna University in Hindusthan Institute of Technology, Coimbatore. 2009 to 2013 and credit transfer to NEFTU.
* (Plus 2) - 2 year course from Kerala State Educational Board, in Tharbiyath Trust Vocational Higher Secondary School, Muvattupuzha.
* Secondary School Leaving Certificate conducted by Kerala State Education Board, in Vivekananda Vidyalayam, Muvattupuzha.

***SOFTWARE SKILLS:***

* Design Software – AutoCAD, Pro-E, Primavera, EPC Proman
* Operating System – Windows 7, Vista, XP.
* Programming language – C, C++.
* MS Office and Advanced Excel.

# ***PERSONAL SKILLS:***

* Communication, interpersonal and writing skills.
* Quick learner and hard worker.
* Ability to lead and work in a group.
* Punctual in work.
* Proven ability to solve problems using both logic and creative/innovative approaches.
* Self-motivated.
* Prioritize and schedule multiple tasks effectively.

# ***PERSONAL PROFILE:***

DATE OF BIRTH : 21TH August 1991

MARITAL STATUS : SINGLE

NATIONALITY : INDIAN

LANGUAGES KNOWN : ENGLISH, HINDI, TAMIL AND MALAYALAM

***DECLARATION:***

I hereby declare that the information given herewith is correct to my knowledge and I will be responsible for any discrepancy.

Place: DUBAI

Date:(DINU)