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CURRICULUM VITAE



*WAQAR*

*E-mail*:

[Waqar.318905@2freemail.com](mailto:Waqar.318905@2freemail.com)

Career Objective :

Utilize my skills & Prior experience for CONTRIBUTING TOWARDS THE PRODUCTIVITY OF THE COMPANY THERE BY AUGMENTING MY POTENTIAL CAPABILITIES.

Academic Qualification :

S. SC - From Sindh Board - Pakistan.

H. SC - From Hyderabad Board - Pakistan. B.Com From University of Sindh.

Computer skills:

SOFTWARE & HARDWARE ENG,

FULL KNOWLEDGE MS OFFICE AND GRAPHICS Courses/Seminar Attended:

* Basic Maintenance course from "Emirates Group” Dubai, U.A.E
* Introduction & Customer care course “Emirates Group Security" Emirates Aviation College Dubai, U.A.E
* Fire fighting course at Emirates Aviation College “Emirates Group Security” Dubai, U.A.E
* Security Awareness training from “Emirates Group Security” Dubai, U.A.E

Work Experience :

• 02 Years’ experience as a quantity surveyor in Karachi

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|  | International Container Terminal.   * 03 years experience Maintenance Coordinator (Emiraters Group). * 05 Years experience as a Technical and Sales GM at Pakistan Elevator. |
|  | Previously Working: |
| • As a Maintenance coordinator in Emirates Group in Dubai (From june 2011 to Fab 2014) |

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| Personal Detail: | Responsibilities in previous role |
| Name : Waqar  D.O.Birth : 04-06-1988  Sex : Male  Marital Status: SINGLE  Religion : Islam  Nationality: Pakistani  Passport Details:  Date of issue:25/04/2013 Date of Expiry :24/04/2023 Place of issue: Karachi  Place: Karachi | Looking after of all the deployed staff and to prepare them to fulfill their job responsibilities properly.   * All kind of maintenance issue in company provided accommodation/facilities buildings.   •> Managing a busy reception with a high level of customer care service to the occupants, visitors and guests.   * Responding and solving maintenance related queries and complaints.   1 |
| Responsibilities in curent role |  ^ Providing high customer service to the valuable client and providing solution for lifting as mechanically.  \* Preparing proposal and attending all kind of technical meeting with valuable customers.   * Preparing mechanical drawings and work plan. j * Briefing operation team upon work plan.   ^ Checking work plan, operation, service and quality.  Language Known: |
| ENGLISH, URDU,,PASHTO (Read / Speak /Write). Self Appraisal: |
| * A good worker. * Open for learning fast learner. * Carry out activities in a planned way. * Possess hard working capabilities, dedicated, desire to excel and lead.   'r Ability leading a team   * Confidence to speak in all kind of situation (on standard) Declaration: |
| I HEREBY DECLARE THAT THE ABOVE-MENTIONED INFORMATION IS CORRECT UP TO MY KNOWLEDGE AND 1 BEAR THE RESPONSIBILITY FOR THE CORRECTNESS OF THE ABOVE- MENTIONED PARTICULARS.  (Waqar) |