

MUHAMMAD TAHIR QAYYUM



Position: Electrical Engineer

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CAREER SUMMARY:

B.Sc. Electrical Engineering followed by 7+ year's professional experience in electrical systems such as maintenance, operation and Site & Production. Ability to successfully interact with people at all levels, multi-tasking skills, working under pressure. Proven interpersonal skills and a team player. Ready to accept challenging position as QC Electrical engineer in factory or Electrical engineer site. Immediate joining.

OBJECTIVES:

Seeking a challenging career position in a growth oriented organization where I can contribute the best of my abilities towards the positive growth and successful development of a progressive organization related to the electrical engineer position.

Employment History:

Manager Operation & Maintenance (Commander Petrogas Pvt Ltd Pakistan) June-2018 to May- 2022

Leading team to carryout O & M activities in the plant.

Responsible for safe operation, isolation, maintenance and energization of switchgears and electrical facilities.

Developed and implemented high-quality work environment as measured through employee satisfaction ratings.

Scheduled employees for shifts, taking into account customer traffic and employee strengths.

Updated and resolved incidents and managed accessorial charges objectively while maximizing profit.

Boosted team member productivity by enhancing performance monitoring and instituting motivational approaches.

Interacted well with customers to build connections and nurture relationships.

Created and implemented aggressive action plan to address pressing cost control needs.

Trained new employees on proper protocols and customer service standards.

Supported top-level decision-making and strategy planning, forging productive relationships with top leaders and serving as key advocate for various personnel issues.

Trained and guided team members to maintain high productivity and performance metrics.

Reported issues to higher management with great detail.

Observed each employee's individual strengths and initiated mentoring program to improve areas of weakness.

Managed purchasing, sales, marketing and customer account operations efficiently.

Tracked employee attendance and punctuality, addressing repeat problems quickly to prevent long-term habits.

Directed management meetings to enhance collaboration and maintain culture based on trust and group problem-solving.

Negotiated price and service with customers and vendors to decrease expenses and increase profit.

Provided fast and skilled response to alarms and other emergency situations.

Kept close eye on plant control systems, unit readouts and line board numbers.

Performed frequent inspections to locate faults and schedule maintenance services.

Calculated gas ratios to detect deviations from specifications using testing apparatus.

Resolved technical and quality issues by collaborating with customer, manufacturing, quality assurance, vendors and supplier personnel.

Monitored areas for security issues and safety hazards.

Managed overstocking, restocking and inventory control procedures during Work.

Set clear sales goals to identify activities and behaviors to advance sales process and close deals.

Created spreadsheets using Microsoft Excel for daily, weekly and monthly reporting.

Improved operations through consistent hard work and dedication.

Worked within applicable standards, policies and regulatory guidelines to promote safe working environment.

Participated in team-building activities to enhance working relationships.

Adhered to social distancing protocols and wore mask or face shield.

Received and processed stock into inventory management system.

Sub-Engineer-Operation & Maintenance-(Pakarab-Fertilizer.Pvt.ltd Pakistan) March-2015 to May-2018.

- Studied manufacturing processes to improve overall knowledge.
- Participated in site visits, helping to survey ongoing and planned installations and retrofits.
- Conducted root-cause analysis of component failure.
- Troubleshoot malfunctioning equipment to resolve issues and prevent project stoppage.
- Assisted with coordination of new equipment installation and implementation.
- Read and interpreted electrical schematics, parts lists and mechanical drawings.
- Prepared standard reports and documentation to communicate results to senior management
- Designed and coordinated engineering tests and experiments.
- Maintained positive work atmosphere by building relationships with co-workers, customers, clients and management.
- Performed data analysis of information provided by customers to obtain metrics.
- Developed process improvements to increase reliability and equipment performance.
- Worked frequently with mechanical and plumbing systems to complete knowledgeable inspections and skilled repairs.
- Cleaned and lubricated parts to keep equipment operating at peak performance.
- Reviewed technical documentation to complete equipment maintenance and repair.
- Organized and directed maintenance shutdowns and startups.
- Actualized strategic plans and managed equipment, lifecycles and processes.
- Performed troubleshooting and repair for complex electrical equipment.
- Adjusted machine settings to maximize performance and equipment longevity.
- Diagnosed and resolved machine operation variations and equipment problems.
- Dismantled defective machines and equipment and installed new or repaired parts.
- Visually inspected and tested machinery and equipment, performing routine preventive maintenance.
- Safely and effectively handled wide range of cleaning products and solutions.

- Followed instructions from supervisor regarding daily job tasks and duties.
- Created spreadsheets using Microsoft Excel for daily, weekly and monthly reporting.

Trainee Internship KAPCO (Kot Adu Power Company Pvt ltd Pakistan)

July-2013 to August- 2013

- Shadowed senior team members to learn all related jobs and tasks.
- Participated in on-the-job training, working closely with supervisors and coworkers and asking appropriate questions.
- Attended training courses to build understanding of processes, techniques and industry.
- Offered technical support and troubleshoot issues to enhance office productivity.
- Performed administrative functions, answering phones and filing paperwork in support of department.
- Troubleshoot minor issues with office tools and equipment, escalating more serious problems to supervisor.
- Maintained punctuality in work attendance and project completion.
- Learned new materials, processes and programs quickly.
- Closely monitored procedures under direction of leadership to identify potential areas for improvement.
- Studied manufacturing processes to improve overall knowledge.

Qualification:

B.Sc. Electrical Engineering from University College of Engineering and Technology - The Islamia University of Bahawalpur in Year (2010-2014)

Skills

- Capability to analyze data, Solving complex problems, AutoCAD proficiency, Mathematics proficiency, Technical documentation, Electrical systems installation, Equipment calibration, Operations support, Data analysis, Documentation, Safety processes and procedures, Power systems, Electrical grounding inspection, Circuit diagnostics, Technical Support, Cable infrastructure design, Project Management, Electrical diagram production, wiring schematics, wiring schematics, Administration, Cleaning and sanitizing, Root Cause Analysis, Inventory maintenance, Scheduling Equipment maintenance and repair, Technical troubleshooting, Staff Training, Painting, Daily cleaning and sanitation, Business administration, Cash Flow analysis, Marketing strategy, MS Office, Records/files maintenance.

Affiliation

PEC (Pakistan Engineering Council)

Registered Engineer

#Electrical/61911

KSE Membership in progress

References

Will be provided on Demand