



SAJIL D A

TECHNICAL | SUPERVISION | TELECOM

CONTACT

+971 - 524392080
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Hamdan, Abudhabi, UAE

ACADEMIC CREDENTIALS

Diploma in Electronics & Communication | 2016

- Institute of Engineering

B-Tech in Electronics & Communication Engineering | 2013

- KMCT college of engineering Calicut. (Completed)

Plus Two | 2009

- VJHSS Alappuzha

SSLC | 2007

- VJHSS Alappuzha

PERSONAL STRENGTHS

- COMMUNICATION** - Interpersonal skills – verbal, problem solving and listening skills in any administrative role.
- SERVICE** - Having a client focused approach Skills include Patience, Attentiveness and a positive language
- ORGANIZATION** - Helping others, organizing a to-do list. Prioritizing tasks by the deadline for improving time -management.
- MANAGEMENT** - Management skills to direct others and review others performance.

LANGUAGES KNOWN

English	<div></div>
Hindi	<div></div>
Arabic	<div></div>
Malayalam	<div></div>
Tamil	<div></div>

CAREER ABRIDGEMENT

Aiming to be an integral part of an organization that utilizes and improves my skills and knowledge. I would always prepare myself for contributing in the progress of organization. The development of the company would be my prime area of interest. I enjoy challenges and look forward to the learning opportunity offered by my next co-op work team. Utilizing my analytical & methodical skills and relevant expertise to help the company achieve business goals while sticking to vision, mission and values.

KEY SKILLS

Team Work	Work Ethic	Communication	Leadership
Organization skills	Time Management	Interpersonal ability	
Detail Oriented	Punctual	Quick Learner	Hardworking
			Analytic Skills

EMPLOYMENT CHRONICLE

- PROJECT CO-ORDINATOR & INVOICING QAQC WITH OSP SUPERVISOR**
AL-HAJDYAH TRADING AND CONTRACTING COMPANY LTD FOR STC (SAUDI TELECOM COMPANY) AND DAWIYAT IN RIYADH, SAUDI ARABIA | Sep 2016 – Nov 2020



The Project related to construction and termination of Outside Plant (OSP) fiber Optic for

- FTTH
- FTTB
- FTTM

- CUSTOMER SUPPORT ENGINEER**
AFORESERVE.COM LTD | Feb 2016 – Aug 2016
- SERVICE ENGINEER & QUALITY ENGINEER**
VIDEOCON D2H | Aug 2014 – Jan 2016
- SUPPORT TECHNICIAN (SYSTEM ADMINISTRATION AND CCTV MANAGEMENT)**
GREY TECHNOLABS (INDIA) PVT.LTD | Oct 2013 – Jun 2014

SPECIAL SKILLS & RESPONSIBILITIES

TELECOM

- Invoice QAQC Check and update in system with separate UPLs for completed job Work orders
- Make BOQ and update in system for not started jobs.
- QC Check for design and As built drawing.
- FJS job updating.
- As built updating.
- High priority ongoing project updating.
- Work order QAQC and posting
- Preparing weekly report for completed work orders.
- Prepare Fiber joint Schematic for FTTH and FTTH HO projects
- Prepare Route Map (By google earth)

COMPUTER PROFICIENCY

MS Office



Internet & Email



WINDOWS OS



PERSONAL DOSSIER

Gender : Male
Date of Birth : 25-06-1992
Nationality : Indian
Marital Status : Married
Religion : Islam, Muslim

PASSPORT DETAILS

Passport No : V2844595
Issued Date : 05-10-2021
Date of expiry : 04-10-2031

DRIVING LICENSE

Holder of Valid Indian Driving License

HOBBIES

- Football
- Gaming
- Driving
- Travelling

REFERENCE

- **Aneesh C**
Team Lead R&D
Grey Technolab (India) Pvt.Ltd
Edappally
Mob: +91 9400952020
- **Anish K**
Regional manager
AFORESERVE.COM LTD
Cochin, Kerala
Mob: +91 9633276043
- **Eng. yasir Jumaa**
Project Manager
Riyadh Branch
Al-Hajdyah Trading and Contracting Co.
Riyadh, Saudi Arabia
Mob: +966 592738310

- Prepare OLTS report with OTDR and Power meter reading and found section loss for each fiber cable
- Update in PMCS & eQAIT daily basis for separate Work order with live progress picture.

CCTV

- DVR configuration
- Camera installation
- CCTV cabling
- CCTV Networking

BIO-METRIC

- Bio-metric installation and configuration.
- Door Lock Access Control system.
- Face recognition.
- Video door phone.

SYSTEM

- LAN & Wi-Fi (Router) configuration.
- Troubleshooting IT systems when there is an issue reported by computer users.
- Administering the creation, operation, modification, and deletion of user name and passwords of employees in the system.
- Troubleshooting of all Desktop- OS, Hardware and Software related issues.
- Installation, configuration and troubleshooting of various Client software's.
- Troubleshooting of all Network related issues- Internet/Intranet Connectivity etc.
- Working knowledge on different Operating Systems Windows 98/XP/7/2000&linux.
- LAN Maintenance and Troubleshooting.
- Remote support to Telecom Dealer Outlets for installing and configuring VPN Clients at various locations in Kerala through Team Viewer and Show My PC.

CO-RESPONSIBILITY

- FTTH Project Engineer in implementation department (looking for design, implementation, management issues, ISP related issues, PAT and Invoice)
- Supervision of all ongoing sites for public and compounds for OSP/ISP issues.
- Preparing all supporting documents like Granite Table (Both ISP and OSP), PAT Binders and Splicing Schedule.
- Solve technical issue related to Granite table and Splicing.
- Quality check of all Granite Tables loaded to production.
- Solve Design related issues, additional TB's, new requests and update Tables accordingly.
- Generating Daily & Weekly reports to higher management (STC) for work progress.
- Responsible for Technical Support for the Implementation and design
- Holding meeting and presentations with clients regarding FTTH projects, technologies and feasibility of components to be used.

DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars

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