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| MALIK AWAIS HAYATCell No. : +971-558050367Skype : owaisi8 Email: **awaisi.geo@gmail.com**Address: Dubai |  |

**Career Objective**

 I am seeking challenging and creative position in a progressive, stimulating and challenging working environment where my skills can be fully utilized while sharing and gaining new experiences and knowledge.

**Experience and Computer literacy**

**Descon Engineering**

**Jan 2018 to August 2020**

**Responsibilities: Senior Coordinator**

Responsible for the Coordination of Electrical and Instrument work scope for Facility Management and Mep Site Teams and our clients, including sales purchase of electrical items, , while taking care of quality and HSE standards to ensure the safe and quality work to attain satisfaction of client . Meetings with the clients on daily bases for progress monitoring and other site issues. Responsible for invoicing and salaries of labor and office staff.

**Arkad Engineering & Construction Co. Saudia**

**Jan 2017 to Nov 2017**

**Client: Saudi Aramco**

I was responsible for Coordination with clients, Sales, procurement, Planning, testing, pre commissioning work, Fully coordination with the execution crew regarding site issues and daily meeting with the client representative regarding work plan and work progress.

##### [Descon Engineering Limited](https://www.linkedin.com/search?search=&company=Descon+Engineering+Limited&sortCriteria=R&keepFacets=true&trk=prof-exp-company-name" \o "Find others who have worked at this company)

 August 2012 to Dec 2016

Responsible for Coordination involves procurement, sales, Planning, testing, pre commissioning work, Fully coordination with the execution crew regarding site issues and daily meeting with the client representative regarding work plan and work progress.

**Dandot cement Ltd**

**Oct 2010 to June 2012**

**Responsibilities**: **Maintenance Engineer**

Worked as an Assistant Engineer **Maintenance** in Dandot cement Ltd from Oct 2010 to June 2012 and Lead the team in different trouble shootings and shut downs

**Internship and Workshops**

* Internship at ICI Pakistan Pvt Ltd Khewra from 18 Aug 2009 to 14 sep 2009
* Training Workshop on Plant Safety measures from **UCH Gas*.***
* Course and Training of the Automation system from Solutions Engineering Pvt Ltd Lahore

From 8 Oct 2012 to 11 Oct 2012

* Course and Training of the Automation system from Skill development council Islamabad from 5 April 2010 to 17 April 2010
* Course and training of Primavera p6 from Maven projects

**Technical Skills:**

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| --- | --- |
| MS Office | PLC & scada |
| Primavera p6 | Sap |
| Computer Applications | Adobe Acrobat |
| Auto CAD | MS Excel  |

**Education**

* Graduation: Bsc Electrical : Federal Urdu University of Arts Science and Technology (register with PEC). CGPA 3.07
* FSC: Intermediate from Rawalpindi Board 2005
* SSC: Matric from Rawalpindi Board in 2003

**Achievements:**

* Finance Secretary & General Secretary of Literary Society.
* Active Member of Literary Society and Participate in Each Mega Event of Fuuast

**Interpersonal Skills:**

* Speak English fluently & read/write with high proficiency.
* Good command over various tools of communication including presentation.
* Management Skills.
* Computer Literacy Microsoft Operative systems & Microsoft Office (Word, Power point, Excel, Outlook, Visio drawing, MS-Project).

**Personal Details**

* Father’s Name Malik Shoukat Hayat
* Date of Birth: 18 Aug 1987
* Marital Status: Married
* N.I.C # 37302-1796737-5 .
* Passport No. BV6177373
* Email: *awaisi.geo@gmail.com*
* *Skype: owaisi8*

**Reference**

Available on demand