

ASHUJ KUSHWAHA

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Personal Profile

FM Supervisor with 5+ years' experience (Including 2.4 year in KSA) in providing quality and effective facility support to the company's activities, and ensuring its smooth running.

Career Objective

I am looking ahead to work as a facility Engineer in a professional, growth oriented organization, where one can make significant contribution to the success of organization. Seeking a position that involves creativity, challenge and that provides me, an opportunity to constantly strive and explore, Innovate & excel in attaining organizational and my individual goals.

Experience

BUILDING OPERATION & MAINTENANCE (FM) SUPERVISOR

**August-2018
November-
2020**

Initial Facility Management at Maaden Housing Project in KSA.

- Operation and maintenance of Residential building including Villas, Family Apartment, Bachelor Unit, Mosque and School.
- Operation and maintenance of Electrical, HVAC, Carpentry, Plumbing, FAS, Fire Extinguisher, Fire suppression, CCTV, Appliances system, Intercom, Plumbing and civil work inside the building premises.
- Formulates preventive maintenance schedule with associated procedure and checklists, periodically reviews the programs to evaluate its efficiency and suitably makes change to the schedule and procedure, if necessary based on feedback and field experience.
- Soft Services Management system.
- Transition management system.
- Full Knowledge of CAFM System.
- Planning and execution of planned preventive maintenance for equipment's, Preparations of corrective and breakdown report.
- Fire management system & Water management system of entire building.
- Providing technical support to the team in fixing complex issues and provide them resources to tackle the problems (i.e. drawing, sequence of operation, operational manual.)
- Keeping record of inventories and maintaining the stock requirement.

**July - 2017 to
August -2018**

- Management Information System & Daily, Weekly and Monthly reporting and as required by client.
- Check-in and check-out procedure of all tenants.
- Estimation, Costing and Budgeting for project work.

FACILITY MAINTENANCE SUPERVISOR.

ISS Facility Services at Amdocs Pune, India.

- Managing Technical aspects of 350,000 Sq. Feet Area.
- Coordination with vendors for routine maintenance activities, AMC, PPM Operations to ensure smooth operation of the facility
- Preparation of checklists, incidence reports, RCA's, MOP's etc. for technical incidents & defects.
- Ensure early rectification of technical Complaint as per the complaint handling procedure / SLA
- Generation of reports of power consumption, diesel consumption, analysis of energy consumption & complaints, routine maintenance report, weekly & monthly report, manpower details and monthly management reports
- Ensure teams to follow standardized checklists on daily basis.
- Coordination with project team for on-going projects execution and ensure rectification of related snags.
- Attendance & Leave management of all technical staff.

**1st Feb- 2016 to
30th June 2017**

FACILITY MAINTENANCE SUPERVISOR.

Suvarna Facility Services at ADP Software company Pune, India.

- Operation & Maintenance of 100,000 Sq. feet area.
- Prepare 52 Week Planner and Follow up all vendor timely.
- Work as a BMS Supervisor and handled various BMS Related Equipment like FAS System, CCTV System, Smart Access control systems, AHU and VFD and VAV systems.

**Education
2015**

2015 - Bachelor of Engineering with Electrical and electronics branch- 72%.

Takshshila College of engineering and technology (RGPV University)

**Skills &
Achievements**

Achievements:

- Certified as a Permit receiver by Sabic (Saudi Government company)
- MS Office – Basic Computer course (MS Word, MS Excel, MS Power Point and internet.
- Full knowledge of outlook.

- Successfully takeover the project from Construction Company (RTCC) at Maaden. Earlier takeover the project from Rezayat Trading Company at Sabic.

Skills:

- Leadership skills to lead project and handle work independently.
- Quick learner & Adopts well to changes and pressure in work place.
- Managing relationship & working efficiently with diverse group of people.
- Committed to meeting deadline and schedule.

Interests

Listening to Music, learning technical knowledge through reading and watching educational videos, watching cricket match.

Date

Sign.