

# MUHAMMAD MUNUM RASHID QAZI

Phone: 0092 345 5107842  
 Email: [munumrashid@outlook.com](mailto:munumrashid@outlook.com)  
 LinkedIn: <https://www.linkedin.com/in/munum-rashid-582ba966>  
 Address: House No. 89, Sector-B, Bostan Valley High Court Road, Rawalpindi, Pakistan

## PROFESSIONAL SUMMARY

A Professional Electrical Engineer registered with **Pakistan Engineering Council & Saudi Council of Engineers**, having **8 Years** of professional experience and MS degree in Electrical Engineering with sound knowledge of electrical power systems in the field of generation, transmission and distribution networks. Have the capacity to work under pressure with commitment & professional attitude providing the best services to perform challenging tasks.

## PROFESSIONAL EXPERIENCE

<b>Dec 2018 – Present</b> <b>Islamabad, Pakistan</b>	ASSISTANT PROJECT MANAGER at Elite Estates (Pvt) Limited Construction of Villas and High-Rise Buildings, Infrastructure works design, tendering and execution, Construction of Power Generation Plant, 132kV Grid Station & STP.
<b>Oct 2017 – Nov 2018</b> <b>Islamabad, Pakistan</b>	CHIEF ENGINEER at Power Consulting Engineers (Pvt) Limited Supervision of external electrification works of Gulberg Green, Gulberg Residencia and Rehman Enclave Islamabad. Preparation of design books, obtaining vetting & approvals from IESCO Islamabad, Procurement of material, verification of Invoices and business development.
<b>Jan 2015 – Oct 2017</b> <b>Saudi Arabia</b>	ELECTRICAL ENGINEER at Saudi Services for Electro Mechanic Works Planning, execution & supervision of assembly and erection activities of lattice steel towers, stringing activities of ACAR/AAC conductors and OPGW, Installation of vibration dampers and vibration recorders, OPGW splicing and testing, clearance of snag list and final inspection of overhead transmission lines.
<b>Sep 2012 – Jan 2015</b> <b>Islamabad, Pakistan</b>	PROJECT ENGINEER at Power Consulting Engineers Supervision of external electrification works of Multi Gardens Sector B-17, Tele Gardens Sector F-17 & ECHS Sector D-18 Islamabad. Preparation of design books, obtaining vetting & approvals from IESCO Islamabad, Procurement of material and verification of Invoices.
<b>Apr 2012 – Sep 2015</b> <b>Islamabad, Pakistan</b>	PRE-SALE ENGINEER at Comcept (Pvt) Limited Coordination with sales team for technical support, development of solar solutions for domestic and commercial purposes, product demo of solar water pump/solar ATM and support sales team in tendering and bidding.

## EDUCATION

Master of Science in <b>ELECTRICAL ENGINEERING (Power Systems)</b> from Bahria University, Islamabad	Session 2012 – 2014 <b>CGPA 3.45</b>
Bachelor of Science in <b>ELECTRICAL ENGINEERING</b> from HITEC University, Taxila	Session 2007 – 2011 <b>CGPA 3.04</b>

## SKILLS & EXPERTISE

- Project Management
- Effective Communication
- Teamwork
- Creativity
- Self-Motivation
- Leadership
- Adaptability
- Time Management
- Problem-Solving
- Design & Supervision
- Planning & Execution
- Decision Making

# Muhammad Munum Rashid Qazi

## CAREER OBJECTIVE

---

My objective is to be part of a leading organization where I can further polish my professional skills by implementing innovative & creative ideas for accomplishment of organizational goals.

## PROFESSIONAL EXPERIENCE

---

### 1 ASSISTANT PROJECT MANAGER at ELITE ESTATES (PVT) LIMITED, ISLAMABAD Dec 2018 – Present

Elite Estates Private Limited is a joint venture between Ora Developers, Saif Group and Kohistan Builders & Developers. They introduced a new lifestyle destination that will be best in every aspect named **EIGHTEEN**. It will be having Residential Villas, Apartments, Commercial Office Buildings, 18-Hole Golf Course, 132kV Grid Station, Lakes, Self-Power Generation Plant, STP etc.

My responsibilities at Project Eighteen are as follows: -

- Coordination for on-going projects among projects team, Eighteen Site & Head Office team, Consultants & Contractors for timely completion of construction works.
- Supervision of MEP works at Project Site for all on-going contracts as per approved drawings, standards & specifications.
- Assist Sr. Managers for project administrations, planning & forecasting, progress reporting and document management.
- Assist Sr. Managers in planning and reviewing of contract documents, submittals, drawings and specification analysis for projects.
- Tracking progress of works completed at site and preparation of relevant documents to release payments to consultants and contractors against invoices.
- Assist Sr. Managers for preparation of response to transmittals / letters received from project consultants regarding RFI's, Variation Orders, Drawings and Document Submittals.
- Coordination and preparation of response to contracts & procurement department queries/ memos for evaluation reports/ suppliers/ vendors evaluation in coordination with Sr. Managers for finalization of contracts and material.
- Assist Sr. Managers in planning and reviewing of designs for Infrastructure works (External Electrification, Sui Gas Supply System, Telecom Network system, Sewerage System and Water Supply System) for community in coordination with on-going construction works at site.
- Preparation of tender documents for Infrastructure works including bill of quantities, engineer estimates, approved construction drawings, standards & specifications, approved materials, manufacturer list etc. in coordination with design consultants.
- Coordination with administration for operation & maintenance of Head Office and Site Office for MEP issues.
- Performs additional assignments as & when assigned by Sr. Managers and management.

### 2 CHIEF ENGINEER at POWER CONSULTING ENGINEERS (PVT) LIMITED, ISLAMABAD Oct 2017 – Nov 2018

Power Consulting Engineers (Pvt) Limited formerly known as Power Consulting Engineers is a consultancy firm registered with Pakistan Engineering Council (PEC) since 2004, provides reliable and affordable electricity solutions to customers by planning & designing of Electrical Distribution Network (Overhead & Underground) as per WAPDA/NTDC standards and specifications and undertake supervision works for external electrification of Housing Schemes, High Rise Buildings and 132kV Grid Stations.

My responsibilities as Chief Engineer were as follows: -

- Supervision of external electrification works of **Gulberg Greens & Residencia (A project of IBECH) Islamabad** and **Rehman Enclave (A project of Bin Rehman Pvt LTD) Islamabad**. Coordination with town planners, owners & contractors. Keeping track record of completed works and forecasting. Verification of Invoices submitted by contractors and manufacturers.
- Preparation and finalization of design book including load assessment, drawings, BOQs, Cost Estimates, Single Line Diagrams, Calculation of voltage drop & power losses and Civil Works Analysis for external electrification system of housing schemes and high-rise commercial buildings complying with standards & specifications of IESCO/WAPDA/NTDC in coordination with design engineers and draftsmen.
- Submission of design packages in concerned authority (IESCO P&E department) and follow-up on regular basis to get formal vetting & approval.
- Coordination with clients / owners for any clarifications or alterations in design packages.
- Coordination with WAPDA/NTDC approved manufacturers for procurement of materials (Pad/Pole Mounted Transformers, HT/LT Cables, Conductors, Distribution Boxes and Jointing Kits etc.), perform inspections at factory sites before delivery at sites.
- Actively involved in business development, meeting with potential clients, submission of quotations/proposals for new projects in consent with the management.
- Performs additional assignments as & when assigned by management.

### 3 **ELECTRICAL ENGINEER at** **SAUDI SERVICES FOR ELECTRO MECHANIC WORKS, SAUDI ARABIA**

**Jan 2015 – Oct 2017**

Saudi Services for Electro Mechanic works (SSEM) is Saudi based company owned by Saudi Al-Rashid group is one of the leading companies in Saudi Arabia famous for turnkey execution of large and diverse construction projects and has been classified as Grade-1 for Electrical, Mechanical, Water and Building projects. Main domains of SSEM are Overhead Transmission Lines, Under Ground Power Lines, Sub-Stations, Power Plants, Water Line Projects and Building Projects. I was appointed in **Overhead Transmission line department** and involved in three projects which are **380kV Double Circuit OHTL from YANBU to MADINAH (CONTRACT NO. 20313)**, **380kV Double Circuit OHTL from BISHA to TAIF EAST GOVERNORATES (CONTRACT NO. 4400003610)** and **380kV Double Circuit OHTL in FADHILI & NAIRIYAH Areas (CONTRACT NO. 4400006923)**.

My responsibilities as Electrical Engineer were as follows: -

- Planning, execution and supervision of assembly & erection activities of lattice steel towers (assembly, erection, bolt tightening, torqueing, shortage fixing etc.) as per SEC standards & specifications.
- Planning, execution and supervision of stringing activities of ACAR/AAAC Conductor & OPGW (pulling, sagging, dead ending, spacer dampers installation etc.) as per SEC standards & specifications.
- Management and coordination for installation of vibration dampers on OPGW and vibration recorders on conductors / OPGW as per manufacturer recommendations and SEC standards.
- Management of manpower, sub-contractors, equipment, machinery and tools to get the maximum progress as per schedule.
- Coordination with Sr. Managers and Project Consultants for on-going project status/issues/documentations.
- Maintain accurate and up to date progress of activities of project and progress reporting to Sr. Managers/ Project Consultants & SEC management.
- Management and coordination with third-party personnel's for OPGW splicing and testing as per SEC standards.
- Coordination with SEC line Maintenance Department, arrangement of site visits for final walk through and rectification/clearance of snag list items for handing over.
- Electrical testing of Over head Transmission lines by third-party in the presence of Project Consultants and SEC representatives for handing over.
- Have basic knowledge and know-how of overhead transmission line software "**PLS CADD**".

#### 4 **PROJECT ENGINEER at** **POWER CONSULTING ENGINEERS, ISLAMABAD** **Sep 2012 – Jan 2015**

Power Consulting Engineers is a consultancy firm registered with Pakistan Engineering Council (PEC) since 2004, provides reliable and affordable electricity solutions to customers by planning & designing of Electrical Distribution Network (Overhead & Underground) as per WAPDA/NTDC standards and specifications and undertake supervision works for external electrification of Housing Schemes, High Rise Buildings and 132kV Grid Stations.

My responsibilities as Project Engineer were as follows: -

- Supervision of external electrification works of **Multi Gardens Sector B-17 Islamabad, Tele Gardens Sector F-17 Islamabad** and **Engineers Cooperative Housing Society Sector D-18 Islamabad**. Coordination with town planners, IESCO representatives, owners & contractors. Keeping track record of completed works and forecasting. Verification of Invoices submitted by contractors and manufacturers.
- Preparation and finalization of design books including load assessment, drawings, BOQs, Cost Estimates, Single Line Diagrams, Calculation of voltage drop & power losses and Civil Works Analysis for external electrification system of housing schemes and high-rise commercial buildings complying with standards & specifications of IESCO/WAPDA/NTDC.
- Submission of design packages in concerned authority (IESCO P&E department) and follow-up on regular basis to get formal vetting & approval.
- Coordination with clients / owners for any clarifications or alterations in design packages.
- Coordination with WAPDA/NTDC approved manufacturers for procurement of materials (Pad/Pole Mounted Transformers, HT/LT Cables, Conductors, Distribution Boxes and Jointing Kits etc.), perform inspections at factory sites before delivery at sites.
- Performs additional assignments as & when assigned by management.

#### 5 **PRE-SALE ENGINEER at** **COMCEPT (PVT) LIMITED, ISLAMABAD** **Apr 2012 – Sep 2015**

My responsibilities as Pre-Sale Engineer were as follows: -

- Coordination with internal sales, sales support and service resources to align solution design with customer's business requirements.
- Meets assigned targets for profitable sales growth in assigned product lines, market areas, channel or teams supported.
- Proactively scopes the technical solution required to address customer requirements, assesses customers met and unmet needs and recommends solutions that value for both the customer and the firm.
- Perform the product demo (Solar pump, ATM, Auto filling etc.) and support the sales team for technical side.
- Support the sales team in tendering and bidding process.
- Practically develop the solutions regarding solar pump, solar solutions for home, solar street lighting etc.

#### 6 **TRAINEE ENGINEER at** **HEAVY INDUSTRIES TAXILA & IESCO ISLAMABAD** **Jul 2010 – Oct 2010**

## EDUCATION

- |   |   |   |
|---|---|---|
| 1 | Master of Science in <b>ELECTRICAL ENGINEERING (Power Systems)</b><br>from Bahria University, Islamabad | Session 2012 – 2014<br><b>CGPA 3.45</b> |
| 2 | Bachelor of Science in <b>ELECTRICAL ENGINEERING</b><br>from HITEC University, Taxila                   | Session 2007 – 2011<br><b>CGPA 3.04</b> |

- |   |   |  |
|---|---|--|
| 3 | Higher Secondary School Certificate ( <b>FSc Pre-Engineering</b> )<br>from Federal Board of Intermediate and Secondary Education, Islamabad | Session 2005 – 2007<br><b>Total Marks 835/1100</b> |
| 4 | Secondary School Certificate ( <b>Matriculation</b> )<br>from Federal Board of Intermediate and Secondary Education, Islamabad              | Session 2003 – 2005<br><b>Total Marks 812/1050</b> |

## CERTIFICATES & TRAININGS

---

- |   |  |                  |
|---|--|------------------|
| 1 | Certified Associate in PLC & SCADA (CAPS)<br>from National University of Science & Technology, Islamabad     | Session Dec 2011 |
| 2 | Exemption Certificate of Competency Category “B”<br>from Energy Department Government of Punjab, Lahore      | Session Sep 2015 |
| 3 | Project Management & Effective Leadership<br>from HEURIXTICS (PVT) Limited, Islamabad                        | Session 2015     |
| 4 | Handling & Installation of Spacer Dampers for Overhead Bundled Conductors<br>from NUOVA ELETTROMECCANICA SUD | Session Apr 2017 |
| 5 | Stress Management<br>from The Institute of Engineers, Islamabad  | Session Dec 2017 |
| 6 | Engineering Leadership<br>from The Institute of Engineers, Islamabad   | Session Nov 2018 |

## ENGINEERING SOFTWARES

---

MS OFFICE (Word, Excel & Power Point)	Have professionally wide-ranging experience of working on MS Office.
SIEMENS PLC S7-200	Have good knowledge of Ladder Logic and completed final year project using Siemens S7-200 PLC.
Turbo-C and Microsoft Visual C++	Have basic knowledge of programming languages.
AutoCAD	I have a good knowledge and practical working experience on AutoCAD.
MATLAB	Have basic knowledge of programming on MATLAB.
PROTEUS	Have a good knowledge of circuit design using PROTEUS.
ETAP	Have a good knowledge of circuit design using PROTEUS.
PLS-CADD	Have basic knowledge of PLS-CADD software for transmission line designing.

## PERSONAL DATA

---

Father Name:	Rashid Ahmad Qazi
Date of Birth:	December 28, 1990
Nationality:	Pakistani
CNIC No:	37405-3307497-1
Address:	House No. 89, Sector-B, Bostan Valley High Court Road Rawalpindi, Pakistan
PEC Reg No:	ELECT/33455
SCE Reg No:	234375 (Saudi Council of Engineers)