



Tom K Alexander

Mechanical Engineer



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Sharjah – UAE

OBJECTIVE

To work in a challenging and professional environment, where I can employ my professional skills, soft skills and various abilities to its advancement through my hard work and seek career build up in an upgrading organization that welcomes fresh ideas, innovation and allegiance.

KEY SKILLS

- Equipment Servicing and Installations
- Quantity estimations
- Compiling current market rates for all building material & calculating labor requirements and building rate analysis of building construction in excel.
- Resourcing & Reconciliation of all-important material resources
- Preparing technical Reports connected with Management Information System
- Preparing Work Orders for Subcontractors.
- Well Knowledge of site construction & Civil, Mechanical related works
- Preparing and evaluating of projects including bill of quantity

EXPERIENCE SUMMARY

- Worked as **Field Service Engineer** for **Gulf House Medicals LLC**, Manama, Bahrain from 2016 to 2017 (Professional Middle Level Management)
- Worked as **Mechanical Engineer** for **V.C Engineers PVT Ltd**, Kerala, India From 2018 to 2020 (Professional Middle Level Management)
- Worked as **Sales & Marketing Engineer**, for **Vivo Communication Technology Co. Ltd** Kerala, India from 2019 to 2020 (Professional, Middle level Management)

WORK EXPERIENCE

Gulf House Medicals LLC, Manama, Bahrain

Designation: **Field service Engineer**

Department: Servicing Department

December 2016 –November 2017

Roles and Responsibilities:

- Equipment Servicing and Installations
- Preparing estimation for servicing and replacement of machine parts

- Keeping the stock against orders for proper work flow.
- Evaluates and resolves problems of the customer.
- Perform other ad-hoc duties as assigned by the management.
- Consult with clients, vendors, personnel in other departments or engineers to discuss and formulate estimates and resolve issues.
- Attends job related meeting, performance all duty with minimal supervision, may be required to work irregular hours.

V.C Engineers PVT Ltd,

Designation: Mechanical Engineer
Site Supervision Department

May 2018 to February 2020

- Preparing and evaluating of projects including bill of quantity
- Inspection and making reports against the condition of Machines used on site.
- Arrangement of raw materials and machines on time to the site
- Site accounting (Maintain cash book for the site)
- Labor Management & Quantity estimations
- Compiling current market rates for all building material & calculating labour requirements and building rate analysis of building construction in excel.
- Resourcing & Reconciliation of all-important material resources
- Preparing technical Reports connected with Management Information System
- Preparing Work Orders for Subcontractors.
- Well Knowledge of site construction & Civil, Mechanical related works

Vivo Communication Technology Co. Ltd Kerala, India

Designation: Sales & Marketing Engineer
Business Promotion Department

May 2020 to December 2020

- Study and comparison of all leading brand mobile phones and its specifications.
- Making reports of sales day by day and study the demanding of society.
- Done digital marketing by making YouTube videos of unboxing the newly launching products.
- Distributing product samples, brochures, flyers etc. to source new sales opportunities
Using lectures, films, charts, and/or slide shows.
- Report on demonstration related information (interest level, questions asked, number of samples/flyers distributed etc.)
- Making clear the benefits of the products to the customer by the use of a demo product and technical Advise.

PROJECTS SUCCESS FULLY HANDLED

- B-tech final year project titled as “Manufacturing of self-stabilizing vehicle” got public capture.
- Installation of pneumatic tubes conveyors and medical gas system at Shifa al Jazeera Medical Centre Manama Bahrain
- Installation of Hydro Physio Machine at Riffa, Bahrain
- Installation of dental chair unit at Dr. Emad clinic Awali, Bahrain
- Construction of Tabore retreat centre Kerala, India
- Construction of Brilliant study centre Kerala, India

- Top seller on the launching day of the product Vivo V20 by making YouTube Videos (<https://youtu.be/VyWDACAkR80>) (<https://youtu.be/wqmu18DYXEA>)

EDUCATIONAL QUALIFICATION

- Bachelor of Technology (Mechanical Engineer) Kerala, India.
- Practical Engineering & Software specialized in AutoCAD 2015 & Revit MEP 2015 from Cadpoint, Kerala
- Certification in Photoshop & Illustrator from G-Tech computer education, Kerala

IT SKILLS

MS Windows/Office, AutoCAD, Adobe Photoshop, FEM PRO Analysis, Solid works etc.

LANGUAGES

- English
- Malayalam
- Tamil
- Hindi

PERSONAL DETAILS

- Nationality : Indian
- Date of Birth : August 30th 1994
- Marital Status : Single
- Passport No: P 2813490
- Visa Status: Visit Visa - Transferable

Declaration

I, Tom K Alexander, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Place:
Sharjah, UAE
Date: