

MUHAMMAD SALEEM ELAHI



To work in an organization where there is healthy growth potential, progressive and competitive environment in which I can contribute effectively. The ability to work well under pressure and work on own initiative.

PRESENT ADDESS:

Al Bahia Abu Dhabi UAE.

Email, saleemelahi11@gmail.com,

Mobile No +971503134271, +971508743722

Total Experience 15 years

11 Years Gulf Experience

Applying for the post of Facilities Manager

JOB DESCRIPTION



Working in **Census International Company L.L.C Abu Dhabi** handling Facilities Management – Hard Service maintaining multi Stories buildings MEP and Specialized services in Al Reef 1Downtown (Qty = 46 no's) buildings.

Company Muhammad.saleem@census.ae

Period : 22_05_2022 to till continue.

Responsibilities

- Maintaining PPM record of assets
- Base on services create corrective Maintenance works on daily basis.
- Preparing condition survey reports and follow up with sub-contractors.
- Implemented and followed IMS policy and procedure.
- Follow up for the spare parts and material.

JOB DESCRIPTION



Worked in Deyaar Facilities Management as AFM Dubai North maintaining the hard and soft services maintenance activities in 150 BINS and 4000 Units, residential, commercial towers, villas, TFM, On call DFM and Non DFM BINS in DXB-North region (Mirdif, AlWarqa, Al Warsan City Dubai, AlNahda, Al Quasais, Deira, Muteena).

Company muhammade@deyaar.ae

Period : 14_01_2018 to 24_08_2020

Responsibilities

- Maintaining CAFM-Infor EAM system daily.
 - Handling the move in, move out and MEPC– Renovation work activities.
 - Follow up for the spare parts, pending LPO to the procurement department
- The sites budget and arrange the monthly internal meetings.

JOB DESCRIPTION



Inaya Facilities Management Dubai. Handled two projects Al Samerya(Better Homes Properties) site and Pharmax in Al Barsha south.

Company; Muhammad.Saleem@inaya.ae

Period : 25_04_2017 to 12_12_2017

JOB DESCRIPTION:



Marina Facilities Management L.L.C in Accommodation sites in Abu Dhabi. Maintain ICT Buildings, Bateen Villas.

Company saleemm@nicuae.ae

Period : 20_05_2015 to 22_03_2017

- Arranged Fit out work for turnaround maintenance of flats.

- Monitored sub contractor works activities at the site.

JOB DESCRIPTION



Integrated Facilities Management UAE (UK Standard Company) World Trade Centre (Aldar Property) in World Trade Centre Abu Dhabi. Shopping Mall and Residence Tower. It is tall rest in the Abu Dhabi Got Award for the Employ of the Month **August 2014**. Well organized the in-house maintenance and sub-contractor works activities.

Company Mohd.Elahi@emrill.com

Period : 14_05_2013 to 2_04_2015

Responsibilities

- Provided guidance and direction to employees, including performance standards, monitored performance, indentifying training and deployment growth for both Employee and company.
- Escalated pending work orders that remaining was unresolved within 24 hours.
- Observed the AHU, FCU, CBS, LCM, VFD, BMS arranged the daily inspection.
- Implemented Tool Box Talk, Team Talk, and work permit process.

JOB DESCRIPTION



Trags Electrical Air Conditioning Engineering Company Doha Qatar.

Responsibilities:

Hammed Medical City responsibility involved in the maintenance of **MCQUAY Chillers** (Model No WDC126MB) Total Capacity of plant **24,000 tons** (power 6.6 KV) is the big plant in **Qatar**, Giving chilled water supply to 50 buildings (Nursing Hostel, Accommodation Buildings) by Secondary pumps (250hp) and primary pumps (100hp). They have the CMD-Cooling towers till the CMD-630 directly the driven. Handling 95-manpowers. Maintenance of **YORK** Chillers Millennium Recipe Chillers High Ambient Air-Cooled Liquid Chillers.

Period : 29_02_2008 to 24_05_2011

JOB DESCRIPTION

Joined Mitsubishi Air Conditioning Company (Japan) Lahore the branch Orient home appliances as Repairing-In charge Production of Package Units, Floor Standing Type, Split A/C, Refrigerator, Water Dispenser, Micro Wave Oven, during production managed.

Period : 01_01_2006 to 11_12_2007



EDUCATION BACKGROUND

SSC in Science (GIHS Gojra in 1997)

TECHNICAL EDUCATION

- Diploma in Refrigeration & Air Conditioning Technology in the year of 2003 from Punjab Technical Board Lahore.
- Diploma in Electronics Technology from Fauji Foundation Technical Training Centre Faisalabad.

TRAINING CERTIFICATE

- Fire Warden Training from Gulf Test Safety Consultancies Abu Dhabi.
- Mobile Aluminium Tower Scaffolding Erection & Dismantling from EUROLINK SAFETY Abu Dhabi UAE.
- Basic First Aid Training from Gulf Test Safety Consultancies Abu Dhabi UAE
- Safe Operation of Aerial Working Platform from Gulf Test Safety Consultancies Abu Dhabi UAE.

Computer Skills

MS Office. Excel, Power point, Outlook.

Soft ware Experienced

1-Oracle
2-CAFM
3-Infor EAM

Valid UAE Driving license

Date 08-08-2016, Expiry Date 07-08-2026

PERSONAL INFORMATION

MUHAMMAD SALEEM ELAHI

PASSPORT DETAILS

Father Name: Khurshid Ali

Passport No: AR1741984

Date of Birth: 16_03_1982

Passport Date of Issue: 20 DEC 2022

Marital Status: Married

Passport Date of Expiry: 19 DEC 2026

N.I.C.No.	33301_9617198_5	Place of Issue	Sargodha Pakistan
Nationality:	Pakistani		
Language:	English .Hindi, Arabic, Urdu, Punjabi		
Hobbies:	Book Reading, Playing Cricket		
Religion:	Islam		

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