

Engr. Qasim Naveed

Approved Engineer from PEC, HEC, MOFA (PAK, UAE)

Experience: 11 years' Experience in Electrical & HVAC

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Nationality: Pakistani

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License: UAE & Saudi driving license.



Highly experienced Maintenance Engineer with 10+ years of experience leading in the installation, maintenance, and repair of facility equipment. Exceptional skills in providing maintenance, inventory control, installation and preventive maintenance protocols. Proven ability to manage the operations of multiple facility sites, while maintaining budgetary and safety compliance. Demonstrated success in managing personnel in the maintenance and operations of facilities, equipment, and systems. Adept at utilizing creative strategies to maximize resources and find cost-effective solutions for facility operations.

EDUCATIONAL PROFILE

2009-2013 **BE Electrical**

Air University, Islamabad

2005-2008 **DAE (Electronics)**

Swedish Institute of Technology, Rawalpindi

Skills: Electrical and HVAC Engineering. Quality Control. Auto CAD. Team Building. Planned Preventative Maintenance. Customer Service. Inspection. Maintenance Management. Troubleshooting. Organization Skills. Teamwork. Microsoft PowerPoint. Facility Management (FM). Team Leadership. Microsoft Office. Management. Microsoft Word. Microsoft Excel. Leadership

PROFESSIONAL EXPERIENCE

Maintenance Engineer (September 2023 to April 2024)

Company: Jabal Edsas

Projects:

- 1-Ubhur mall (Jeddah)
- 2-Edsas 1/2/3/4/5/10 (Jeddah)
- 3-Sariah Square (Jeddah)
- 4-Musarraah Square (Jeddah)
- 5-Elite tower (Jeddah)
- 6-Najood Center (Jeddah)
- 7-Salamah Tower (Jeddah)
- 8-Boutique 45 (Jeddah)

Responsibilities: -

- Monitors and performs preventive, predictive and proactive maintenance and repairs of company's facilities.
- Ensuring Company's facilities are well maintained and safe at all times through preventative maintenance and repair work on a variety of buildings, including multiple fire stations, an administrative facility, a vehicle maintenance facility and all training center buildings, training props and grounds.
- Assists Company's facility supervisors to provide organizational control over facility conditions to avoid and/or reduce the impact on the Company's primary function. This coordination has the goal of early identification and control of maintenance issues in order to limit injuries and financial output.
- Receives and evaluates repair requests from line and staff personnel to determine if repairs should be performed in-house or through a contracted repair service.
- Solicits bids from vendors, negotiates pricing and timeframes and secures contract with vendor. Works with contractors and outside vendors.
- Manages employees that perform maintenance work.
- Schedules all maintenance inspections related to Company's facilities and ensuring the inspections are current and compliant with relevant codes and standards.



- Performs preventative maintenance on facility systems and equipment including: HVAC systems; electrical systems; power generators; exhaust systems; irrigation systems; bay door operations systems and building structures including roofs, gutters, doors, drywall, flooring and painting.
- Maintains detailed records on all facilities including repair records, preventative maintenance schedules, and cost of repair.
- Maintains a variety of hand and shop tools and equipment. Maintains a small inventory of commonly used repair parts in a clean and orderly location.

MEP Engineer (July 2021 to August 2023)

Company: EFS Facilities Services

Projects:

1-Presidential Palace (QAW) Abu Dhabi (UAE)

2-King Abdullah Financial District (KAJD) Riyadh (KSA)

3-The View Mall by Cenomi (Riyadh)



Responsibilities: -

- As a Facilities Engineer, I am involved in the operation and maintenance of all the soft and hard services in the residential and commercial properties belonging to my client.
- Following the safety precaution to carry out any activity and perform procedures. Lock out, tag out (LOTO)
- Managing 5 Buildings inside the facility with G+34, G+18, G+6, G+12 floor.
- Built an entire PPM for all the assets in CAFM (Upkeep) from scratch.
- Make the necessary tests and measurements to hand over the work to the consultant.
- Implement and monitor BMS works (to make coordination between all mechanical and electrical works at operation.
- Supervise technicians with their technical requirements, during cable termination, tagging, ferruling, cable dressing etc. as per approved drawings, to maintain good quality.
- Assist testing team at site, with their requirements to get fulfilled at the earliest.
- Coordinate with electrical QA/QC for drawing modifications, red markup, etc.
- Attend meetings to resolve issues related to HSE, Projects etc.
- Report the daily progress report/ work status to consultant /Management as per required.
- Follow and comply any official task assigned by BU manager.
- Trained the technicians on the functioning of the work orders in the CAFM app.
- Check the inventory management in the warehouses.
- Makes weekly and monthly reports and discuss with clients.
- Following up with the contractors for the routine maintenance of the assets covered under their warranty and also during breakdown.
- Carrying out routine check on the inventory and preparing material request for all soft and hard services (HVAC, Pumps, Electrical, Plumbing, Firefighting, and Pool, Tools for different traders and Cleaning Materials) on monthly basis to ensure there is stock available on any breakdown to reduce downtime of the assets.
- Implemented a weekly budget plan to ensure the funds are evenly utilized.
- Carried out a weekly meeting with the client to discuss about the ongoing snags on all his properties (Residential and Commercial) and the PPM for the upcoming week.

Electrical Engineer (Apr 2019 to Apr 2021)

Company: SPIE Oil & Gas

Project: DEWA (AMI)

Responsibilities: -

- Installation and commissioning of Smart meter with exiting mechanical meter.
- Installation of current transformer according to customer requirement.
- Construction of low voltage network for building and industries.
- Erection of Lighting Pole & Networking.
- Identify defective works and prepare reports indicating the violations.



- Ensure corrective actions are performed as per the requirement of approved recommendations.
- Conduct inspection of LV & HV Power cable, & instrument cables, cable tray & conduit including its supports (below & above ground installation).
- Inspect works and review checklists as per IR submitted by sub-contractor.
- Ensure that all works are inspected as per the requirements of approved quality and inspection test plan.
- Conduct daily monitoring at site and make records and reports of any deviation made from approved drawings, specification and or not compliance to approved materials are being used at job site or any defect/damage cause by wrong application installation and accidentally cause.

Maintenance Engineer (Sep 2017 to Sep 2018)

Company: Seder Group (KSA)

Project: Saudi Border Shelter Maintenance (MOI)

Project Details: Install & Maintenance& repair of ELECTRICAL & HVAC System, AC/DC UPS systems, DC systems (rectifiers, inverter & chargers), Control panels, Troubleshooting, RADAR (ATK)



Responsibilities: -

- Doing safe isolation and provide LOTO for all equipment during maintenance.
- Installation and maintaining building air conditioning system.
- Maintaining and repairing of Pumps Responsible & in charge for O & M activities of HVAC Electrical System
- Leading and driving the development of HVAC operation, materials as per requirement, sequence of operations.
- Trouble shooting of all Electrical circuits, control & protection circuits.
- As build cable schedule, Electrical drawings submission & all site activity to satisfy the customer.
- Managing Hard Services staff of about 40 people.
- Performed preventative maintenance, reactive services, and emergency repair services on various brands of UPS Systems, batteries. Preparation of Monthly, quarterly, half yearly and annual maintenance reports.
- Preparation of Maintenance schedule according to OEM standards.

Maintenance Engineer (Oct 2015 to Sep 2017)

Company: Seder Engineering

Project: Saudi Telecom Company (STC)

Project Details: Maintenance of 26 Exchanges with centralized air conditioning system (Chillers) and also Electrical & control stations building with different air-conditioning system (Packages) and ventilation fans (Including duct able split & FSU), UPS, DC System (Rectifiers & inverters)



Responsibilities: -

- Following the safety precaution to carry out any activity and perform procedures. Lock out, tag out (LOTO)
- Direct and supervise a team of maintenance technicians on a day-to-day basis and coordinate their schedules to provide timely visits to clients.
- Perform repair and preventative maintenance work on a wide range of equipment types to ensure functionality and efficiency.
- Conduct energy audits to identify areas where efficiency can be improved for lower operational costs and greater environmental comfort.
- Delivered technical support and training to technicians while they were out working on client systems, so projects could be completed in a timely manner.
- Completed building evaluations and made recommendations to customers about what they could do to enhance the functionality and efficiency of their equipment.
- Oversaw the day-to-day activities of a small team of technicians while ensuring quality control.
- Diagnosed equipment problems and determined what method should be used to restore functionality.
- Ordered parts and equipment, so tools were always available when a client call came through.
- Responsible for replacing and Installation of Different kinds of compressors.

- Repairs and replacement of condenser fan motor and blades, indoor fan motor and blower wheels, changing out condenser coils, and compressors, relays and other electrical components.
- Performed preventative maintenance, remedial service, and emergency repair services on various brands of UPS Systems, inverters and batteries.
- Solid experience in a field service environment.
- Provided fire protection technical support to facility staff and management.
- Proactive and assertive leadership with ability for motivating people to achieve organizational goals.
- Preparation of Progress Reports Daily, Weekly, Monthly basis & preparation of resource mobilization plan as per the requirements.
- Provided emergency help on power at customer's sites.
- Coordinated about problems related to maintenance of equipment with technical support.
- Assisted in the advancement of Methods and Procedures and consulted with supervisor concerning problems and developments.
- Keep in inventory of supplier and tools for Preventive maintenance duties.

Site Engineer (Dec 2014 to June 2015)

Company: Saudi Bin Ladin Group

Project: Haram Expansion (MAKKAH)

Project Details: B+G+4+R

Responsibilities: -

- Knowledge of BOQ, creating Material Schedule and Work Schedule.
- Be a part of weekly progress review meeting and understand the deliverable from each consultant/other vendor.
- Keep continuous contact with Sub contractors, consultants and follow up for their deliverable and report to Project Manager on status of it.
- Maintaining the quality of work and climbing running bills on equal interval as per the contract condition.
- Preparing and submitting the as built drawing and closeout reports after completing the project to the client, consultant.
- Light Fixtures installation.
- ELV & LV Cabling & Wiring works.
- ELV & LV Panel Boards installation.



Electrical Engineer (Aug 2010 to Nov 2014)

Company: Tesla Industries

Project Details: Installation, Surveys, Reporting

Responsibilities: -

- Collaborate with Solar PV Technician to provide project support for development, design activities.
- Ensure compliance with company, industry, trade, and safety standards, practices, codes.
- Diagnose problems with solar electrical components via analyses of data and performance, troubleshooting, and equipment inspections.
- Lead and conduct internal failure analysis and working closely with Operations and Asset Management personnel.
- Work with OEM, component manufacturers, and other industry resources to address component problems and improvement opportunities.
- Develop solutions to component problems pertaining to design details, manufacturing and supplier details, and parts and sub-component considerations.
- Investigate underperformance issues and develop effective solutions.
- Review safety and quality aspects of component repair and replacement as necessary.
- Provide on-site support for solar PV system commissioning, troubleshooting, power quality site analysis, and remediation.
- All field service, repair workshop and solar project activities.



PROFESSIONAL REFERENCES

Available upon request