

**RESUME  
OF  
MD. FIROZ ALAM**

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**OBJECTIVE**

To engage myself as a competent resources in a challenging field to explore my potentialities by utilizing educational and professional skills. To gain utmost proficiency in the field of engineering & project management sector through enthusiasm, hard work, ethics, sincerity and wisdom.

**SCHOLASTIC RECORD**

Name of The Examination	EDUCATIONAL INSTITUTION	Year of Passing	CGPA	Department
Executive MBA	University of Dhaka	2020	3.10	Institute of Business Administration (IBA)
B.Sc. Engineering	Chittagong University of Engineering & Technology (CUET), Bangladesh	2011	3.19	Electrical & Electronic Engineering (EEE)
H.S.C	Dhaka Residential Model College, Dhaka, Bangladesh	2006	5.00	Science
S.S.C	Datta Para R.R. Model High school, Luximpur, Bangladesh	2004	4.75	Science

**WORKING EXPERIENCE**

1. Worked as Manager, EPC (Engineering, Procurement & Constrction) at Ezzy Automations Ltd.

**Address:** House 214, Road 13, Moakhali DOHS, Dhaka-1212

**Duration:** April 01, 2019 – till date

**Duties/roles:** Assigned as Project Manager, EPC for Dhaka Metro Rail Project- CP03, CP04

- ✓ Manages all the Strategic sourcing & Procurement of assigned Project – MEP Part.
- ✓ Electro-Mechanical expertise in 33KV/11KV Sub-station equipment's to 440/660/690V load allocation at different production units through designing MDB/ SDB/ BBT/ Cable etc. of appropriate size and successful installation, testing and commissioning.
- ✓ Responsible for the development, implementation, and execution of all Safe Work Compliance method, cost control, reporting, scheduling, planning, progress measurement, and quantity surveying processes, procedures, and systems across all Division EPC projects.
- ✓ That proper systems are developed and put in operation that provide project management the required tools to manage EPC projects.
- ✓ Development of the cost and work breakdown structure that converts the estimating process and data into a work breakdown structure for cost tracking, progressing, cost reporting and scheduling, resource planning, change management, forecasting cost, schedule analysis, and reporting.
- ✓ Responsible to liaise with estimating to ensure alignment between estimate coding and each project's cost breakdown structure (CBS) and work breakdown structure (WBS).
- ✓ Lead other project controls management and schedulers from internal EPC project business units to ensure consistency of project WBS usage and



alignment for internal and external reporting requirements for Division's EPC Projects.

- ✓ Experience to manage Home automation systems, Security Surveillance, BMS etc. related project.
- ✓ Participate in the development of system tools to forecast costs and track changes from original project budgets, project kick-off through project close out.
- ✓ Ensure IFC quantity take-offs and quantity progressing are completed for tracking and reporting purposes as well as documenting scope changes and supporting procurement with material requisition data.
- ✓ Provide oversight and audit schedule, cost performance and reporting on all Division EPC projects.
- ✓ Coordinate all monthly and quarterly project forecast review sessions with a project, business unit, and functional management.
- ✓ Interface with the Corporate Business Services group in the use and development of procedures, reporting standardization.
- ✓ Ability to present project updates to members of the internal and external project and operational management

2. Worked as Assistant Manager – Project Delivery at Unilever Bangladesh Ltd.

**Address:** 51, Kalurghat Heavy I/A, Chittagong.

**Duration:** June 01, 2016-31 March, 2019

**Duties/roles:** Assigned as Assistant Manager – Project Delivery (**CAPEX Proposal, FEED, Planning, Sourcing of machine and materials to Site Execution**)

- ✓ Manages all the strategies sourcing & Procurement of PC Expansion Project – Electrical part.
- ✓ Ensure safe work practice compliance of Unilever Bangladesh as well as maintaining contractors work practices according to synchronization.
- ✓ Installation & commissioning of FMCG industry machineries as per design drawing, instruction of OEM.
- ✓ Electro-Mechanical expertise 11/0.415 KV Sub-station & load allocation at different production units through designing MDB/ SDB/ BBT/ Cable etc. of appropriate size.
- ✓ Successfully Commissioned 1250 KAV Generator and 280 TR Chiller at PC Capacity expansion projects
- ✓ Develop Project Execution plan and Project Scheduling and accordingly drive at ground to achieve business interest with ZERO Safety incident.
- ✓ Responsible for Risk Assessment of Jobs, consulting with supervisors and team for mitigating risk and authorizing Permit to Work.
- ✓ Routine checking of Electrical and electromechanical systems of all plant machinery, generator & equipment etc. according to project handover procedure till end as Defect liability period.
- ✓ Analyze the hazards of High risk jobs (e.g hot Work, Work at Height, Crane Operation, Live Testing, Digging & Excavation) and crossing authorizing work Permits.
- ✓ Troubleshooting of problems while erecting electrical equipment's and till formality handover to user.
- ✓ Conduct Planed Inspection to comply Safety, Auditing Areas and highlighting Safety hazards, Safety Action Meeting.
- ✓ Conduct Emergency Drill for Own Work and participating Others Drills.
- ✓ Recording Safety KPI's (Positive and Negative) and accordingly taking initiate to develop Process and raising CAPEX for same.
- ✓ Develop strategies for category of items, Ensuring Vendor, Vendor data management, Negotiation & finalizing of Vendor as per scope of work (Playing Key end to end Procurement role for Project execution).
- ✓ Setting & finalizing scope with stakeholder and accordingly sourcing vendor to meet dead line of product.
- ✓ Supply Chain Management on entitled CAPEX project & Reviewing Technical Specifications, BOQ, drawings to develop with minimum time. Execution of Project delivery with assigned time frame & satisfy business.



- ✓ Implement Construction Safety Standards and Best Practices to achieve ZERO TRFR in Project Execution.
- ✓ Ensuring Project OTIF of 95% for all Projects. CAPEX Savings 10% of all Long Lead Items of PC Expansion and Other Projects by VECA 10% and Procurement wise from Budgeted Figure
- ✓ Achieve Capex Forecast Accuracy of above 90%.
- ✓ Applying Priority plans for installation and supervising utmost to get maximum output/work done from Contractors as per project delivery Network.
- ✓ Merging Priorities with own work schedule to deliver maximum.
- ✓ Follow up the execution of orders, imports, production and dispatch plan with all stakeholders on a regular basis for CAPEX Works
- ✓ Capability Building with Engineering Design Concept & Leadership Building as well as interpersonal skill development for better workmanship in line with Unilever Structure to sustain Pioneering spirit.
- ✓ Prepare Capital Budget and Safety Budget to plan machinery procurement and Cash flow. Selection of Machinery and Equipment to ensure correct specifications competitive cost and required delivery time. Prepare business case to explain requirement, justification and financial implications for the project.
- ✓ Maintain project tracker / go cost database as a tool on projects to monitor and control them by project schedule and achieving milestones of the projects. Provide technical support to new product development & go-cost initiatives. Effectively monitor the project costs and to control it within the budget as per company plan.

3. Worked as Sr. Engineer-Project Solution at Energypac Engineering Ltd.

**Address:** Energy Center, 25 Tejgaon I/A, Dhaka 1208, Bangladesh

**Duration:** February 10, 2015 to 30May, 2016

**Duties/roles:** Assigned as Site Manager, Coca-Cola IBPL Green Field Project for-

- ✓ Ensure safe work practice compliance of Coca-Cola IBPL Standard with synchronization of own work practices as EPC Contractors.
- ✓ Leading Supply Chain Management on entire project & Reviewing Client Technical Specifications, BOQ, Design drawings to supply Equipment's on site with minimum time limit.
- ✓ Electro-Mechanical expertise **33/11 kV and 11/0.415 KV Sub-station** & load allocation at different production units through designing MDB/ SDB/ BBT/ Cable etc. of appropriate size.
- ✓ Merging Client Priorities with own work schedule to deliver maximum.
- ✓ Applying Priority plans for installation and supervising utmost to get maximum output/work done from Sub-Contractors.
- ✓ Attending Clients Walk down & preparing reports as per site Conditions, Gantt Chart Plan Vs Actual, Procurement, HSE& Upcoming Plans.
- ✓ Supervising LC Issues to expedite & reviewing Supply Chain Materials Comparison Statements and verifying Quality of Product.

**Energypac**



4. Worked as Electrical Site Engineer at **Consolidated Contractors Company (CCC)**

**Project:** Jubail HyCO Ammonia Gas Project, Jubail, Saudi Arabia

**Project Client:** Linde AG-Gas & Engineering under the joint venture of Saudi Aramco and American Dow

**Project Value:** 94 Million USD

**Duration:** Jan 01, 2012 to January 13, 2015

**Duties/roles:** Assigned as Technical Electrical Engineer for-

- ✓ Plan/schedule own work priorities and activities in line with the section plans & construction schedule referring unsolved conflicts.
- ✓ Monitor the supervision of work being undertaken by subordinates taking any necessary remedial action to ensure full compliance with all relevant standards e.g. contracts documents, specifications, method statements, Materials Take off, CCC policies procedures.



- ✓ Electro-Mechanical expertise 33/11 KV and 11/0.415 KV Sub-station & load allocation at different production units through designing MDB/ SDB/ BBT/ Cable etc. of appropriate size.
- ✓ Performing Testing, Pre-commissioning for Electrical Equipment's inside Substation & Central Control Building's, i.e. Switchgear, Transformer, MCC& HVAC system etc. with SIEMENS setup.
- ✓ Closeout Master punches for clearing Handover systems, as well as verifying ATLAS Status of Handover packages as per priorities.
- ✓ Ensure safe work practice compliance of Saudi Aramco Standard with synchronization of own work practices, complying CCC policy and procedures i.e. ISO 9001, local labor laws and safety procedures taking appropriate corrective action and reporting where noncompliance is identified.
- ✓ Monitor/input into data collection systems, providing standard reports as necessary to ensure that superior has the necessary up to date information and data to effectively manage the section to meet its objectives.
- ✓ Represent CCC interest with suppliers, partners and third party contractors etc., at the appropriate level as directed or authorized.

#### PROFESSIONAL INTERNSHIP

**From 18/06/2012 to 13/09/2012 as Intern Engineer (Electrical)**

**Company** Consolidated Contractors International Company (CCIC), United Arab Emirates.

**Project Details:** Bab Thamama Gas & Habshan-2 Development 1.8 MMBOPD Project (BTG), Abu Dhabi, UAE

**Duration of Projects:** 34 Months

**Client:** Abu Dhabi Company for Onshore Oil Operations

**Contract Value:** US\$ 610,000,000

**Project Type:** Oil & Gas

#### PROFESSIONAL TRAINING / COURSES

- **Project Management Professional (PMP)** Training Course by PMAspire Ltd. Dec, 01-Dec 09, 17 (36 Hours)
- Training on **Behavioral Safety and Observation (BeSafe)** by Unilever Bangladesh Ltd. In 2017, Duration: 3 days
- Training on **Fire Fighting, Safety and First Aid Management** by LEADS Technologies Ltd. In 2016, Duration: 1 day
- Course on **:Oracle Primavera: P-6** (Project Management Software)  
Place: CADD Centre, Sector-13, Uttara, Dhaka-1230, Bangladesh  
Duration: 22 November, 2012-17 January, 2013/39 Hrs
- Course on **:Autocad** (2D & 3D)  
Place: Daffodil International Professional Training Institute (DIPTI), Bangladesh  
Duration: 10 November 2011-15 February 2012
- Training on **Microsoft Excel 2007** Formulas & Functions in depth  
Place: Bdjobs Training, BDBL Bhaban, Kawran Bazar, Dhaka-1000, Bangladesh  
Date: 01 February, 2013/8 Hrs
- Course on **:Cisco Certified Network Associate (CCNA)**  
Place: New Horizons, Dhanmondi, Dhaka-1203, Bangladesh  
Duration: 10 September-26 November 2011/68 Hrs
- Training Course on Occupation Safety & Health Administration (**OSHA**)  
Place: Consolidated Contractors International Company (CCIC), UAE, by 02 July-15 July, 2012/ 30 Hrs
- Training on **Safety Management & Leadership**  
Place: Consolidated Contractors International Company (CCIC), UAE by 10 July, 2012
- Training on **Risk Assessment** For Engineers  
Place: Consolidated Contractors International Company (CCIC), UAE by 26 July, 2012
- Training on Job Safety Task Instruction (**JSTI**) by Consolidated Contractors International Company (CCIC), UAE on 01 July, 2012
- Training on **Confined Space** Entry organizer of CCIC, UAE by 05 July, 2012

#### INDUSTRIAL TRAINING

- Training Course On: Industrial Technology on Electrical & Instrumentation.  
Place: Training Institute for Chemical Industries (TICI). Polash, Narsingdi, Bangladesh  
Duration: 12 June-28 June 2010 (3 weeks)
- Training On 6 MW Power Plant (Boiler, Turbine, Generation, Switching, Circuit Breaker, Control, Transmission, Substation etc.), Place: S.Alam Power Plant, S.Alam, Bangladesh  
Duration: 18 Dec-24 Dec 2009 (1 week)
- Workshop on "WINDMIL" power System Simulating Software  
Duration: 21 march-23 march 2011(3 days)
- Training on Manufacturing of Power Transformer, Distribution Transformer, HT & LT panel, PFI Plant and Distribution Board (Eurobox)  
Place: Powermann Bangladesh Ltd, Duration: 13, February 2012- 26 February,2012

## LANGUAGE PROFICIENCY

**English:** Excellent communication & presentation skills

**Bengali:** Good communication & presentation skills

**Hindi:** Moderate Communication & Presentation skills

## IT SKILLS

- Programming Language(MATLAB,P Spice), Application: Microsoft Office(2003 & 2007)
- Operating System: Windows 95/98/2000/XP/Windows 7
- Engineering Software: Power World Simulator, Circuit Maker, MICROWIND, DSCH

## REFERENCES

### 1. Mojibul Haq Romel

*GM-EPC*

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### 2. Abu Muhammad Hasan

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(Md. Firoz Alam)