**RESUME**

**Atul Tyagi**

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**OBJECTIVE :**

To prove my worth in achieving organizational goals and to grow fast with organization so as to build a strong and stable career under the guidance of seniors.

**SUMMARY OF WORK EXPERIENCE (Total Exp. 6+ Years)**

**ORGANIZATION :** **EFS Facilities Services India Pvt. Ltd, New Delhi**

**PERIOD : Sep. 16 – Till Now**

**DESIGNATION :** **Supervisor**

**DESCRIPTION : Performing the Floor Maintenance and Operations of AMEX GBT Gurgaon**

**KEY DELIVERIES:**

* Handling the site Manpower & AMC Vendor Manpower.
* Maintaining and preparing Daily reports, Monthly reports, Duty roaster, Check lists .
* Coordination with the AMC/Project Vendors.
* To ensure Preventive Maintenance of All Equipments with PPE should be done on due date.
* Tracking Complaints & its Resolution time.
* To ensure Safety of site/Vendor manpower before carry out any activity on site.
* Follow up with Client for monthly Payment.
* Team training & Briefing.
* Monitoring and Optimization of the Building Management System (BMS).
* Supervision of all Parameters/Log for all electrical assets as per Schedule.
* Perform of operation and maintenance of below Equipments.
* LT Panels, DB,s MCCB, MCB, RCCB etc.
* HVAC Equipments As like VAV, VRV, PAC, HSU, AHU’s.
* Fire Fighting Equipments, Fire Panels & Detectors, PA system & Speakers, FM-200 System, VESDA, WLD & Rodent.
* UPS 63KVA & Batteries 84AH

**KEY DELIVERIES:**

* Handling the site Manpower.
* Maintaining and preparing Daily reports, Monthly reports, Duty roaster, Check lists .
* Coordination with the Vendor/AMC Vendor.
* Reporting to Client.
* To ensure Preventive Maintenance of All Equipments as per PM calendar before due date.
* To ensure Safety of site/Vendor manpower before carry out any activity on site.
* Supervision of all Parameters/Log book & check books for electrical assets.
* Perform of operation and maintenance of below Equipments.
* DG set up to 1500KVA. Make-Cummins.
* Transformers up to 200kVA & 11KV/440V with OLTC & RTCC.
* Breaker up to 11KV VCB, & 440V ACB, MCCB.
* HT & LT panels, AMF panel with PLC (Allen Bradley ), Manual synchronization, capacitor pane up to 720 KVAR, MCC Panel & PCC Panel.
* HVAC System including AHUs, Cooling Towers & Chiller Plant etc.
* Fire fighting system, Fire Alarm System & Fire Detection system.

**Company : JLLM Building Operation Pvt.ltd.**

**Designation : M.S.T**

**Duration : From April 2007 to Aug 2010.**

**DESCRIPTION : Performing the Site Maintenance and Operations of the Sahara Grace At**

**Gurgaon.**

**Company : Mechbulls Management Services Pvt.Ltd.**

**Designation : Supervisor**

**Duration : From Sep. 2010 to June 2016.**

**DESCRIPTION : Performing the Site Maintenance and Operations of the Parshavnth Green Valley At**

**Gurgaon.**

**KEY DELIVERIES:**

* Prepare daily report, monthly report, duty roaster and material inventor records etc.
* To insure the proper functioning of all equipments.
* Responsibility of shift activities and resolve all plumbing, AC & Electrical complaint.
* Responsibility of Preventive Maintenance as per PM Calendar.
* Operation & Maintenance of the following Equipment.
* HT/LT Panels.
* Transformes.
* DG Sets.
* HVAC System, Air cooled Cooling towers, AHU’s.
* Fire Fighting Equipments & Fire Alarm Equipments.
* MCCB, VCB, ACB, ELCB, RCCB & MCB etc.
* UPS for lighting.

**KEY DELIVERIES:**

* Short out GENERAL NOTES from the technical specks which give brief idea of panel constructional

features.

* To prepare correct drawing as per Customer/Client requirement.
* Highlighting the deviation points from client Specification & Bom.
* Preparation of drawings like General notes , GA, SLD, Schemes, Sectional &

Construction drawings component details drgs. & final as built drgs and Operating &

Maintenance Manual.

* Preparation of Data Sheet, Bus bar Calculations, BOM, GBOM.
* Interface with customer for their project/ LV Switchgear related matters.
* **MS Office**  - MS Word / MS Excel / MS PowerPoint.
* **AutoCAD**

QUALIFICATION :

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| --- | --- | --- | --- | --- |
| **COURSE/EXAMINATION** | **UNIVERSITY / BOARD** | **INSTITUTION** | **Year of Passing** | **PERCENTAGE**  **(%)** |
| DIPLOMA | Technical Board Haryana | P.D.M Polytechnic,Bhadurghar | 2007 | 62% |
| INTERMEDIATE | M.D.U | Dronacharya College,Gurgaon | 2011 | 60% |
| HIGH SCHOOL | N.I.O.S.E | Haryana | 2008 | 54% |

**PERSONAL DETAILS**

**Fathers name** : Mahesh Tyagi

**Date of birth** : 13-08-1988

**Gender** : Male

**Marital Status**  : Married

**Language** : English, Hindi

**Hobbies** : Listening Music, Internet Surfing.

**Address** : Ho.No-81,Gali no-1,Vill-Mohmmadhari,P.O- Daultabad,Sec-103,Gurgaon

( **Atul Tyagi)**