MUHAMMAD ZAKIR

Professional Experience:

Organization: DG Vacation Home Rental LLC Dubai, UAE. Tenure: Dec 2022 - to 26 April 2023 Designation: Facility maintenance Engineer Supervisor Organization: TOTAL EMINENCE REAL ESTATE Dubai, UAE

Tenure: March 2020 - OCT 2022 Designation: Facilites Maintenance Engineer Supervisor

JOB RESPONIBILITIES:

In charge of overall maintenance management for 445 villas, 65 unit's residential apartments (1 Residential Building), 3 warehouses, and 1 commercial building

- Supervise works of technicians (HVAC/MEP) carpentry, masonry, cleaners, and driver.
- Propose properties and facilities improvement and implement upon approval.
- Liaise with the third-party consultant for certifications.
- · Liaise with the contractors for Dubai municipality and DEWA approval of their fit-out plans and commercial offices' modifications.
- Project supervision and monitoring of office fit-out works executed by the approved contractors to ensure that it is as per the scope of works and timeline.
- · Prepare all necessary documents for inspection and conduct move-in and moveout inspections. Proficient in HVAC systems, electrical systems, and • Maintain all records (Maintenance reports, LPO's, quotations, AMC, client request,
 - inspection reports, Lift & DCD certificates, and project documentation including fit out works approved drawings).
 - · Arrange all materials and spare parts needed for certain projects, including the cost comparison.
 - Review of purchased items to ensure that it is complying with the required standards.
 - · Coordinate with suppliers for all the building requirements such as HVAC items, chiller, pumps, etc.
 - Consolidate quotation received, compare and select qualified contractors and/or suppliers to perform certain projects or rectify equipment, if necessary.
 - In charge of overseeing all MEP works to ensure the electrical & mechanical works In charge of overseeing all MEP works to ensure the electrical & mechanical works carried out are complying with the standards, and progress as per the approved construction program within the assigned time frame.
 - Interact with the stakeholders for any concern relating with the Facilities and maintenance concerns.

Attend clients' queries and resolve complaints.

Prepare, schedule, coordinate and supervise the assigned works for renovation/ reinstatement in the apartment, villas and other properties

Supervised a team of maintenance engineers and technicians, ensuring timely completion of maintenance tasks and projects.

Developed and implemented preventive maintenance programs for HVAC systems, electrical systems, and plumbing, resulting in a 20% decrease in breakdowns and improved equipment reliability.

- Conducted regular inspections to identify and address maintenance issues, ensuring compliance with building codes and regulations.
- Managed maintenance budget, optimizing expenses and ensuring cost-effective solutions.
- Collaborated with facility managers and contractors to plan and execute major repair and renovation projects.
- Implemented energy-saving initiatives, resulting in a 15% reduction in energy consumption
- Gonducted routine maintenance and repairs on HVAC systems, electrical systems, and plumbing.
- Responded to emergency maintenance requests and resolved issues promptly.
- Conducted inspections and tests on equipment to identify malfunctions and
- Assisted in the development of maintenance procedures and documentation.
- Trained new maintenance technicians on best practices and safety procedures.

About Me

Highly skilled and motivated building maintenance engineer supervisor with 6 years of experience overseeing maintenance operations in commercial buildings. Proficient in managing teams, developing maintenance plans, and ensuring compliance with building codes and safety regulations. Strong knowledge of HVAC systems, electrical systems, and plumbing. Dedicated to providing effective maintenance solutions and optimizing building performance.

My Contact

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Valid UAE Driving licence Freelance visa till 7/8/2025

Hard Skill

plumbing

- Strong knowledge of building codes and reaulations
- Project management
- Team management
- Problem-solving
- Attention to detail
- **Excellent communication skills**
- Expertise in all types of plumbing and piping
- Experience in sanitary works building services and plumbing
- · Superior knowledge of mechanical codes fire protection codes and plumbing processes
- Outstanding ability to handle multiple projects simultaneously
- Exceptional skills in working in a high-pressure environment
- · Ability to understand and review of piping, structure and instrumentation drawing.
- · Ability to calculate the Weight.
- Ability to work under pressure and to quickly understand, analyze and solve complex problems.
- Ability to deal with workers and have strong team leadership and management skills.
- Excellent Communication skills. Communicate in a precise and structured way
- Performed pump testing at all facility locations.
- Conducted pipe and other plumbing material
- Installed and tested water and sewage lines for residences and commercial buildings.
- · Evaluated water supply and drainage systems of constructed buildings.
- Ensured structural and drawing compatibility.
- Install, maintain various types of HVAC and Refrigeration equipment -Residential and light commercial
- environments.
- Installation of HVAC duct work including flexible tubing, and sheet metal construction.

Education Background

B.tech Pass 2015 Mechanical Engineering Indus University Karachi Pakistan 3 Year Diploma 2013 **Mechanical Engineering** Government College Kohat Peshawar

Organization: ZB ELECTROMECHANICAL SERVICES LLC. UAE Dubai Tenure: December 2017 – March 2020 Designation: MEP Site Engineer.

ROJECTS UNDERTAKEN RESIDENTIAL BUILDINGS & Hotels.

> G+3 at Dubai Investments Park 1 for MS Aero soft International Trading LLC

B+G+8 at International City Residential Building.

- > B+G+7 at Marjaan Residential Building
 - > G+4 Jabel Ali Labour Camp
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JOB RESPONSIBILITIES:

- > Air Conditioning cooling load calculations. Using CARRIER, Duct system and Calculation of Static Pressure of Blower.
- > Calculation of Pump Head Calculations for Submersible pumps & Circulation pumps.
- > Fully understand Client technical requirements for their area of specialization and the scope of the Project and to provide input of these requirements into the design work.
- Installation of Air handling units, fan coil units, extract and supply fans and associated ducting works.
- > Preparation of Material Submittal as per Project Specification and as per the Client requirement and Ensure HVAC equipment's/material installation as per approved submittals.
- > Doing Take offs and estimating quantities of the HVAC items and preparing BOQ's.
- Design and influence the execution of electro-mechanical services, of selected equipment, technical submittals, and engineering drawings prepared by the engineering team.
- > Reviewing concept reports, drawing and raising comments and reviewing contractual documents (specifications, addendum etc.) & Raising RFI's.
- > Ensure that all mechanical work at site activities is conducted under controlled condition as per shop drawing and method statements and specification and work plan.
- > Resolve engineering queries on site which requires rerouting, new routing of pipelines, new pipe support and accessibility according to specification and project standard.
- Responsible for all technical issues related to MEP Services and responsible for co-ordination of MEP Services and coordination with other discipline specialists where areas interface or overlap will be assigned for design review.
- Responsible for the engineering activities regarding construction, installation and commissioning of mechanical work and managing pipeline construction projects, in order to ensure the execution of each activity.
- Coordination in between all services Electrical, Plumbing, Mechanical, Air-conditioning HVAC, Equipment's including Testing and Commissioning.
- > Attend meetings with consultants, clients, client representatives and other contractors and subcontractors as required.
- > Involved for all mechanical works and closeout of the projects and testing and commissioning activities of all mechanical services
- > Co-ordination of teams according to program requirements.
- > Conduct / assist in service training for Client & Consultant.
- > Complete coordination with the client at the time of handing over of the project