



# الشركة العالمية للخدمات الالكتروميكانيكية (ش.ذ.م.م.) International Electro-Mechanical Services Co. (L.L.C.)

Ref No: IEMS/HR/SC/00370/04/2025

Date: 09/04/2025

## Certificate of Employment

This is to certify that **Mr. Reymond Sausa Susi**, holder of Philippines Passport No P8400305B has been working with us a BMS Operator since 26/02/2024. His duties and responsibilities as follows;

- Responsible for operating and monitoring of electronic building management equipment on 24 Hrs. base shift duties.
- Operates building automation systems and air-conditioning controls, using various operator workstations and digital computer interface units.
- Inspect, monitor, evaluates, and adjusts mechanical and electrical systems performance for proper and efficient operation including pumps, fans, valves, dampers, terminal units, heat transfer equipment, fluid flow conditions, electrical and ELV systems.
- Provides analytical assistance concerning mechanical and electrical systems in buildings, Central Plant, and in general campus distribution to other shops and campus departments.
- Promotes, builds, and maintains good relations with the community; keeps supervisor informed of campus needs, systems status, and actual or potential occupant problems
- Provides technical guidance and support including set-up, check-out, operation, and troubleshooting complex building automation and control systems; verifies functional performance of systems provided
- Performs emergency procedures as per standards to neutralize alarm conditions and restore proper operation
- Devote time to programming applications or modifying specialized software.
- Promotes high implementation on policy and procedures within the Control room.
- Contribute Energy Saving programs and identify the area for energy saving.
- Identify the area for energy saving /Report energy wastages.

This certificate is issued upon the request of the above employee as supporting document for the application for Expanded Tertiary Education Equivalency and Accreditation Program and hence does not represent a guarantee from the Company and **M/s International Electromechanical Services Co. (L.L.C)** is not liable for any of his liabilities whatsoever.

for **International Electromechanical Services Co. (L.L.C.)**



**Joseph Coutinho**  
Managing Director



Office No. 407, R338 Oud Metha Offices, Sheikh Rashed Street, Umm Hurair 2

رقم البناية ٤٠٧، ٣٣٨، مكتب عود ميثاء أم هرير الثاني ص ب ٣٢٢٣ دبي، الإمارات العربية المتحدة

P.O. Box 3223, Dubai, United Arab Emirates, Tel: +971 4 3344003

Email: [iem@iemsc.com](mailto:iem@iemsc.com)

Web: [www.iemsc.com](http://www.iemsc.com)

