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|  | CYMERA_20140618_085916.jpgWAQAR AKBAR  Village & Post office Shumhari,  Tehsil Malakwal, District Mandi Baha uddin  Phone No: 0324-5060241  E-mail: [waqar9379@gmail.com](mailto:waqar9379@gmail.com) |

**CAREER OBJECTIVE**

To work in a dynamic environment, where I can utilize my abilities according to my education and experience to make sure that I could be the most beneficial and suitable person for the organization

**PERSONAL INFORMATION**

Name **WAQAR AKBAR**

Father’s Name AKBAR ALI

Date of Birth 06th April, 1992

CNIC 37405-7777680-7

Nationality Pakistani

Marital Status Single

Driving License Bike & Motor Car/Jeep

**EDUCATION**

* **Master’s of Business Administration (2016-2018)**

Virtual University Lahore, Pakistan

* **Bachelor of Technology in Mechanical (2011-2013)**

Preston University Islamabad, Pakistan

* **Diploma of Associate Engineering in Mechanical (2007-2010)**

International Islamic University, Islamabad

* **Matriculation of Science (2005-2007)**

Government Boys High School, Khayaban e Sir Syed Rawalpindi ***(R.B.I.S.E)***

**TECHNICAL CERTIFICATIONS**

* **Microsoft Office**

**Course Content**

* Microsoft Word
* Microsoft Excel
* Microsoft PowerPoint
* Microsoft Outlook
* **CNC Programming & Auto CAD (Mechanical)**

**Course Content**

* Manual & Computer Drafting
* Prepare drawing & designing on Auto CAD
* Orthographic Projection Method
* 2D & 3D Drawing
* Solid Drawing
* CNC Programming
* **COMPUTER SKILLS**
* **Operating Systems**

Work experience in installation, configuration, optimization and use of:

* + Windows 95, 98, 2000, XP, Vista, Window 7 &Window 8
* **Antivirus**

Knowledge and good concept of using & selecting antivirus against viruses

* **Internet**

Good Experience in Internet Surfing and Research

* **e-mail**

Experience in using and configuring e-mail Clients with multi accounts/boxes

**WORKING EXPERIENCE**

1. **Water & Sanitation Agency (WASA) / RDA, Rawalpindi, Pakistan (24th July 2011 to 01st May 2016)**

Worked as a **“Tube Well Operator / Sub Engineer”**

**Job Responsibilities**

* Supervising of a Pump House
* Hands on experience in operations of 25, 30, 40, 100, 180,200 H.P Heavy Duty Motor Pumps
* Corrective Maintenance and Monitoring of Gate Valve, Butterfly Valve, Pressure water gauges
* Monitoring the levels of underground and over Head Tanks
* Preventive maintenance of Pump House
* Estimation of Mechanical & Electrical Works
* Prepare Measurement Book (M.B)
* Corrective maintenance of Genset (Caterpillar, Cummins, Perkins, Siemens, Valvo Penta, Impack and Mitsubishi Gensets) a rating of 50 KVA,60 KVA,80 KVA,300 KVA, Diesel generators
* Trouble shooting like replacing Circuit Breakers, Fuses, Sockets etc.

**PM (Preventive Maintenance):**

* Complete health check of generators and electrical installations at the sites such as gensets, ATS, DBs,
* Preventive Maintenance of genset like Service/Tuning oil change, Filter change, Radiator Choked.

1. **Metro Cash & Carry, Islamabad ( 24th July, 2013 to 3rd March, 2015)**

Worked as **“*Store Associate*”** in Cosmetic, Detergent & Toiletries Department

**Job Responsibilities**

* Complete and accurate Merchandising & Shelving of every product in Dept. & provide costumer services.
* Department should be prepared before opening the store for costumers.
* Stock and Shelf management (replenishment).
* Basic operational activities like stock handling, stock taking.
* Plano-gram Implementation.
* Product Explanation to costumers.
* Damaged stock Handling.
* To coordinate with customer Services department to handle customer complaints.
* Rail cards/Price cards issuance from Administration Logistic Control (ALC) department.
* Maintain of floor standards and stock levels.
* Conduct weekly, monthly and annual inventory management to have the right stock for the right customer at the right time.
* Conducting seasonal activities to be in time with planning, merchandising, reordering, staff scheduling as per given instructions.
* Display and manage articles on promotion, end-caps and promotional area, quantities, promotion area preparation, promotion product display the day before, order planning and display planning.
* Communication with all the internal stakeholders regardless of level meanwhile keeping the line management in the loop.
* Also Drive Fork Lifter to carry pallet from Ware House to concerned Department

**SKILL’S**

Good Communication

Good Behavior

Good Knowledge

**HOBBIES / INTERESTS**

Reading books, Internet Browsing, Football, and Cricket.

**LANGUAGES**

English, Urdu & Punjabi (Spoken and Written)

**REFERENCE**

Reference will be furnished if required