**Muhammad Noman**

A-249,Block 15,Gulistan-E-Jauhar Karachi.  
0332-3499123

**Objective**

Looking for challenging career which demands the best of my professional ability in terms of technical and analytical skills, and help me in broadening and enhancing my current skills and knowledge.

**Educational Details**

|  |  |  |
| --- | --- | --- |
| **Course** | **College/University** | **Year** |
| M.E(E.E) (Power System)  B.E (Electronics) | Hamdard University  IQRA University | 2017  2013 |
| H.S.C | Govt. Degree Science College, Gulshan-e-Iqbal | 2009 |
| S.S.C  **Internship** | Chiniot Islamia Public School, Karachi | 2007 |

* **Pakistan International Airlines (P.I.A)**

Worked in Pakistan International Airline as an intern in July 2012 for 2 week.

* Coordinated with qualified engineers who delivered key features and structural information such as Elevator, Rudder, Aileron and Flaps of Boeing 777/Beoing747 works.
* Delivered that which communication types such as HF, VHF, UHF are used in Boeing 777/Boeing 747 to carry information and communicate effectively with ATC(Air Traffic Control).
* Leading a team of 10 members and responsible to submit short reports to the administration to show improvement in knowledge of the co-interns on daily basis.
* Interfacing with engineers to seek more and robust concepts and knowledge about an aircraft.
* Learned CVR(Cockpit Voice Recorder), TCAS(Traffic Collision Avoidance System), ELT(Emergency Locator Transmitter) and other major module of an aircraft works.
* Interfacing with engineering on organizational capabilities, resource availability, writing proposal & tenders and to pass to the concerned department.
* **Sui Southern Gas Company**

Worked in Sui Southern Gas Company as an intern in June 2012 for 6 weeks.

* Learned about the basic concepts about Oracle and databases.
* Troubleshooting computer hardwares and offering solutions to the problems.
* Learned and observed about LAN networks.
* Learned about Ethernet connectors and there wire coding.
* Controlling the vendors data.
* Training on advanced Excel formula’s like VLOOKUP,PIVORT TABLE etc.

**Employment History**

**SSS (SYSTEM SECURITY SUPERVISOR)**

Currently working in KARACHI MARIOTT HOTEL from june 2018

* To operate and monitor all systems within the control room in an efficient manner ensuring that all work is undertaken in compliance with security operating procedures..
* To include all evidential records and witness statements to a standard acceptable to the rules of evidence.
* To record all events and actions taken in a clear, legible and accurate written occurrence book.
* To provide an efficient and courteous radio and telephone answering service and deal efficiently with all enquiries.
* To report equipment failure to the security supervisor to maximize operation of the system.
* To maintain a secure system for providing data in accordance with the regulations set up by karachi marriott hotel and to ensure the security of the control room and equipment is maintained at all times.
* To support Risk Manager and Security Manager by providing/monitoring of the maintenance agreements to ensure full provision of the system.
* To be aware of your responsibilities in terms of health and safety including appropriate health and safety training.
* Conduct regular checks on all “filed” officers to assure they are alert and carrying out their duties efficiently and effectively.
* Assist in conducting investigations and prepare accompanying investigation reports for cases which occur within the Hotel involving:
* Staff misconduct.
* Cases affecting guests or staff that are of concern to Management.
* Surveillance of hotel staff:
* Keep peace and order within the premises of the Hotel in dealing with criminals, trespassers, or difficult characters.
* Keep the Risk Manager & Security Manager constantly posted on all matters of security interest affecting the Hotel and the Department.
* Conduct regular and periodical checks and take immediate follow up on all systems including CCTV system.
* Attend meetings and in-service training conducted by the Department.

**ALC (Administration & Logistics Centre) Store supervisor**

Worked in K Market And Pharmacy as a store supervisor from 01-jan-2018 Till 30-May-2018

* Modelling the whole store under the supervision of operation manager.
* Induction of new articles in to the system.
* Taking the best possible prices with the offer management to get the large flow of customers on the GRAND OPENING of store.
* Trained to junior or fresh store associate staff according to the SOP’s of company.
* Inventory controlling,stock maintenance,stock management.
* Issuance of goods receiving note to buying executive.
* Price controlling according to MRP.
* Generate purchase order to the supplier according to the need of department.
* Taking the best possible prices on the promotional articles of all departments from buying executive
* Rail cards audit of whole store on daily basis.

**ALC (Administration & Logistics Centre) Store Associate**

Worked in Metro Habib Cash & Carry Pakistan (Pvt) Limited as a store associate in November 2014 Till August 2017.

* Ensure 100% compliance as per SOP while conducting Annual, Partial & weekly inventories.
* Monitoring all Store Departments products via E-OPL (Electronic order proposal list).
* Ordering Training , Promotional ordering all Store Departments , Merchandising & stock liquidation training.
* Training to GMS ( Goods management system).
* Collaborating with Offer management for bulk orders, old stock liquidation, weekend and other promotional activities , Managing schedule of all Admin department along with allocation of leaves.
* Ensure ordering as per store requirement followed by stock and stock day’s targets and cash flow objective. Ordering discipline as per new guidelines.
* Weekly monitoring of high value articles as well as top suppliers high value articles to meet cash follow objective and stock days target.
* Weekly monitoring of old stock articles by shelf checking and not sold articles since 10 days.
* Daily monitoring of gap check process and action plans shared by DMs and archive as per standard guidelines.
* Fortnightly conducting rail cards audit and share comments with SCM as per standard guidelines.Implementation of floor after checking of prices and DNR both in GMS and tills.
* Ensure the efficient working of store THIN CLIENT, WORKSTATION, LAPTOP systems and other IT equipment's like PDT (portable data terminal), Be-Zerba Weighting Scale, SAP Attendance Machine, Color & LaserJet Printers and Plotter, Venial Cutter, PDT Server (for update the portable data terminal for stock check, gap check, stock takes), ERIK Server (for daily monitoring the real time point of sale invoices and print and backup of the invoices) and Scale Server (for daily update the prices on Be-Zerba weighting scale).
* Responsible for diagnosing & resolving hardware, software & users problems.

**Achievements**

* Awarded sponsorship for the academic session 2007-10 by Sui Southern Gas Company Limited.
* Awarded a excellence award shield from a line manager in 2015.
* Awarded a letter of appreciation from a line manager in 2014.

**Professional Skills**

* MATLAB
* MULTISIM
* C++
* VISUAL STUDIO
* MS OFFICE
* PROTON IDE
* MICRO-C
* PLC
* PROTEUS
* Arduino
* Assembly
* Packet tracer
* Win pro ladder
* PCB Artist
* AutoCad

**Academic Projects**

* Conveyor Belt using PLC
* Bandpass Filter
* LCD display using µController
* Switch mode power supply
* Series parallel circuit
* Dual power supply
* Design a 1W amplifier
* Effect of frequency on voice using MATLAB
* Appliance Power Controller
* Electrical Motor Machine Trainer
* PACMAN using C++
* Digital Clock using C++

**Final Year Project**

*Implementation of* ***‘Automatic Touch based Menu Ordering System’.***

* Designed a system which allows the customers to convey their orders to the restaurant staff in a hassle free, time efficient manner, error free and reduces labor cost for the Restaurant.
* The system provide the capability to the customer to interact with touch screen and menu items listed on it developed in a GUI environment and convey their favorites dishes to the Restaurant management without interacting with the waiter.
* Deployed the system using Arduino Mega 2560 for processing, controlling and monitoring user input and pair of xbee module was deployed on both ends of the system to provide wireless connectivity between customers and restaurant administrator for low power consumption and high data rate transmission.

**Extra Qualifications & Activities**

* A 3-day certificate course on Microcontrollers by Engr. Danish Baig.
* Was a Executive member of Solarization Welfare Organization (S.W.O) since 2012-13. ([solarizationwelfare.org/](http://www.solarizationwelfare.org/))
* Brand Ambassador of World Wildlife Federation (W.W.F).
* Attended 1-day workshop on Siemens S-7 PLC.

**Personal Details**

* Father's Name : Rao Muhammad Usman
* Religion : Islam
* Date of Birth : June 26, 1991
* Place of Birth : Okara
* LinkedIn: <https://pk.linkedin.com/pub/noman-rao/3b/b05/42>
* Nationality : Pakistani
* CNIC # : 42000-1091472-7
* Domicile : Karachi
* Marital Status : Single

**References**

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