

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.

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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 :

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