

## **Saravanan Shanmugam - Facility Maintenance Engineer**

#15, Kamatchiamman Kovil Street,  
Chockalingapuram, Aruppukottai,  
Virudhunagar District, Tamil nadu  
Mob: +91-8825632624, 7708019295  
E-Mail: [ssaravananapk@yahoo.com](mailto:ssaravananapk@yahoo.com)  
[linkedin.com/in/saravanan-shanmugam-b7475339](https://www.linkedin.com/in/saravanan-shanmugam-b7475339)



### **Career Accomplishments**

- ⇒ Technical management of facilities equipments to provide maximum equipment availability in order to achieve Customer / Client satisfaction
- ⇒ Maintenance of equipments like HT/LT Distribution systems, UPS, CBS, VFD, DG set, Air-Conditioning Equipments like AHU,FCU, Package A/c, FCU, VRV & Mechanical equipments like Potable Water Pumps, Air compressor, Safety & Security systems etc
- ⇒ Installation, testing and commissioning of Electrical, Mechanical equipments like, Transformer, MV panel, SMDB, DB, LDB, DG set, Thermic Fluid Boiler, pulveriser, Cooling Tower, motors, pumps etc in Friction material and Phenolic Resin manufacturing company
- ⇒ Maintained the Facilities equipments, manufacturing industry equipments as per the international standards and achieved maximum equipment availability
- ⇒ Ensured the safety during maintenance activities and minimise the interruptions to the operations
- ⇒ Prepared and submitted the Root Cause Analysis report to the management / Clients and approved.
- ⇒ Successfully conducted and completed the snagging & de-snagging inspections around 40 nos. new facilities (like schools, colleges, universities, recreation, High rise buildings, Accommodation, Arenas etc) during taken over for the maintenance from building contractor.
- ⇒ Participated the Management Review meeting, Internal and External audits for the ISO 9001:2008 certifications.

### **KEY SKILLS**

- Facility Maintenance
- Client Relationship Management
- Vendor management
- Problem Solving
- Communication (MS office, CAFM)
- Team management

### **WORK EXPERIENCE**



**From Sep 2010 to Dec 2017**

**Engineer-Electrical Maintenance**

**EMCO-QATAR(An ETA ASCON group)**

**Client: Qatar Foundation**

#### **Responsibilities**

- ⇒ Managed the facilities having MEP system like Electrical, HVAC, Mechanical, Plumbing, Building Management System, Safety, Security equipments.
- ⇒ Lead the team to provide FM services in terms of Productivity, Quality, Cost, Delivery, Safety and Morale principle in the *Planned Preventive Maintenance* and *Corrective Maintenance* activities.

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- ⇒ Receive, work and updated the status of the Client requirements in Computer Aided Facility Management
- ⇒ Follow up with the technicians' team to conduct daily routine activities in order to monitor the equipment condition.
- ⇒ Carried out the Corrective Maintenance in the breakdown equipment with the support of in house team / external vendors wherever required to minimise the equipment unavailability.
- ⇒ Monitored the sub-contractors, to adhere the **Service Level Agreement** and certified the bills for further payment
- ⇒ Worked towards the achievement of **Key Performance Indicator** to improve the management business requirement
- ⇒ Technical support provided to stores / purchase department for procurement and maintained the adequate spares parts with inventory control in the stores.
- ⇒ Adherence of the company Safety, Health & Environment policies & guidelines & ensured at sites.
- ⇒ Worked towards the achievement of management business objectives goals along with other departments wherever required.
- ⇒ Recommended / provided relevant Training to the subordinates to achieve the highest standards in their personnel development.
- ⇒ Able to read and understand the As-Built drawings, Single Line Diagram, P&I diagram etc.
- ⇒ Monitored the calibration due of tools and tackles to get accuracy in the quality of works and followed-up the concern for calibration / re-certification.
- ⇒ Support provided on incident management & investigation and worked together with manager & suppliers to resolve the issues.
- ⇒ Preparation and Submission of daily reports and support provided for other MIS report preparation.
- ⇒ Monitor the calibration due of tools and tackles to get accuracy in the quality of works and arrange for re-certification, if required.
- ⇒ Actively participated / support provided for the ISO 9001:2008 Quality Policy and personal objectives.

#### **Accountabilities**

- ✓ Facilities taken over from the building contractor in the construction, addition, alteration, fit out works & notifying the issues related to operation & maintenance, if any.
- ✓ Maintenance of the facility during the DLP (Defect Liability Period) and raise the Warranty Claims wherever applicable.
- ✓ Snagging on the work done and close follow-up with the building contractor until rectify the issue
- ✓ Attended the trainings pertaining to the new projects and provided the highlights / feedback to the Clients / Management.
- ✓ Conducted the feasibility study on the facilitator Work Request and preparation of Project estimation, Supervision of project execution compliance with applicable standards.
- ✓ Participated in the meeting with Client, Facility, and Vendor etc and prepared & submitted the minutes of the meeting to get approval from management for further follow-ups.
- ✓ Worked towards the management business development activities
- ✓ Support provided to the clients for the value added services in their various office document preparations and technical reviews and get client satisfaction



From Nov 1994 to Sep 2009

Groomed up from Technical Assistant to Engineer- maintenance & Projects

TVS group of companies

Madurai, India

Industry: Auto-ancillary

- ⇒ Maintenance of equipments in the manufacturing industries like, HT /LT Distribution, Transformer, MV Panel, SMDB, DB, DG set, Control panels, Pumps, Air Compressors, lifting equipments, Thermic Fluid heaters etc
- ⇒ Support provided to appropriate level of equipment uptime to get more productivity.
- ⇒ Preparation of Maintenance budget for the fiscal year and Spare parts management
- ⇒ Follow-ups with the vendor for the Annual Maintenance Contract to do the Preventive Maintenance and Corrective Maintenance in a timely manner to minimise the equipment downtime and certified their bills for further payments
- ⇒ Attended the meetings with management to implement the business strategies to achieve the business goals.
- ⇒ Motivation of team to participate in the Kaizen (continual improvement) activities.
- ⇒ Encourage the team to do the daily routine inspections in order to monitor the equipment condition and get the data to take appropriate action on it.
- ⇒ Certification of sub-contractor's bill for materials and man power supply
- ⇒ Maintained the adequate spares parts in the stores to minimise the breakdown time
- ⇒ Updation of the equipment history in the system to know the performance level
- ⇒ Conducted the RCA (Root Cause Analysis) whenever major / repeated breakdown occurs.
- ⇒ Arranged / attended the various inspections conducted by Govt departments and external agencies for the certifications & Preservation of records according to the periodicity.
- ⇒ Recommended / provided relevant Training to the subordinates to achieve the highest standards in their personnel development.
- ⇒ Conducted the audit on the supplier activity, monitoring the adherence to technical Health standards and policies ensuring statutory compliance.
- ⇒ Able to read and understand the As-Built drawings, Technical Drawings / Single Line Diagram
- ⇒ Monitor the calibration due of tools and tackles to get accuracy in the quality of works.
- ⇒ Compliances with the statutory and regulatory requirements as per the requirement by local bodies and government.
- ⇒ Participated the preparation of management maintenance annual budgets and worked towards management goals.

#### Accountabilities

Technical Support provided for the successful completion of various projects:-

- ✓ Continual improvement projects.
- ✓ Additional equipment installation for the productivity improvement
- ✓ New projects for the management business development

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## Personal Details

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|-------------------------|---|
| Name                    | Saravanan Shanmugam   |
| Sex                     | Male  |
| Date Of Birth,<br>Age   | 30th June, 1972,<br>45 years  |
| Marital Status          | Married (One Daughter of 15 years old & One Son of 10 years old)  |
| Nationality             | Indian  |
| Religion                | Hindu   |
| Education               | Diploma in Electrical & Electronics Engineering, Diploma in Computer Aided Design & Drawings.   |
| Computer knowledge      | MS Office, Auto CAD, CAFM   |
| Languages known         | English, Tamil, Hindi, Malayalam, and Kannada   |
| Contact Address         | # 15,Kamatchiamman kovil street, Chockalingapuram, Aruppukottai, Virudhunagar District, Tamilnadu   |
| Phone Number            | +91-8825632624; 7708019295  |
| E-mail address          | <a href="mailto:ssaravananapk@yahoo.com">ssaravananapk@yahoo.com</a> ; <a href="mailto:ssaravananapk10@gmail.com">ssaravananapk10@gmail.com</a>   |
| Passport No.            | H5743166, issued at Madurai, India, Valid up to 18/05/2019  |
| Driving License         | Indian driving license # TN67 2004 0000191 Valid up to 29/06/2022   |
| Willingness to Relocate | Any where   |
| Reporting period        | 7 days  |
| Declaration             | <p>I do hereby confirm that the information given above is true to the best of my knowledge and belief.</p> <p>Place: Aruppukottai<br/>Date: 10.03.2018</p> <p style="text-align: right;">(Saravanan Shanmugam)</p> |