

SULEMAN PATEL

Customer Service,
Maintenance
Management and
Building Surveying

07393024204

24 Greenhead Ave,
Blackburn, Lancashire,
BB1 5PR, England

Suleman-
Patel@hotmail.com

Professional Skills:

Problem Solving

Time management

Excellent Communicator

Good team member

Enthusiastic

Punctual

Hardworking

Strategic Planner

Patient

Confident

PROFESSIONAL PROFILE

Whether the role requires me to be a leader or a team member, I'm always ready to adapt to whatever task or situation I get into and that's what makes me a good team member. I'm always ready and respectful, coming from a hardworking background, I'm never distracted when a task is ahead of me and I'm willing to make changes for the people around me. My experiences in life and the working environment have moulded me into the easily adaptable person I am and regardless of the pressure that surrounds me I am both willing and capable of getting tasks done no matter the level of difficulty, which is what makes me a crucial component in the working environment!

EDUCATION

GCSE

Pleckgate High School



Mathematics (6), English Literature (5), English Language (5), Biology (5), Chemistry (5), Physics (5), Religious Studies (5).

Achieved 7 GCSEs between 9-4

A LEVEL

Blackburn College (2018-20)



Mathematics, Chemistry, Sociology.

Achieved 3 A-Levels between A*-E

Through studying Mathematics at this level, it has allowed me to refine my problem-solving skills along with solving them independently. I have learnt the basis of critical thinking and thinking outside the box.

Additional Achievements:

BCS Level 2 ECDL IT Application skills (QCF), achieved ‘BCS Merit’.

Qualification showcases I am completely IT literate on all softwares including Microsoft Word, Excel, PowerPoint, Project.

UK manual Driving License.

Full, clean UK driving license held for 2+ years.

Fully AutoCAD literate.

Ranked top 20 for Pleckgate high school total progress from year 7 to year 11.

St John Ambulance Training certificate, attended a course in ‘First aid – resuscitation’

Student Membership for RICS.

Studying Chemistry at this level has allowed me to understand chemical equations and the ability to find why and how different components yield one result. This has taught me that although one outcome, being successful comes from the addition of many different qualities put together.

Sociology has widened my view on how society is one body and the study on societal behaviours and mannerisms. This has widened my view on interacting with people and how everyone reacts differently in certain situations which needs to be accounted for in the workplace.

BSc (Hons) in Building Surveying (RICS-accredited)

University of Central Lancashire (2020-24)

Awarded a (2:1) classification



Key modules:

Professional Practice 2 – Catching the know-hows for using AutoCAD efficiently.

Production Economics – Tendering estimate prices for hourly rates, materials, and time.

Professional Practice 3 – Understanding surveying by building the foundation for topics like sulphate attack, Carbonation, Capillary rise in walls and thermography.

Maintenance Management – Understanding further surveying key topics like maintenance strategies, survey reports, Asbestos management, legionella, and damp.

Building Conservation – Learning how different structures are conserved and managed in different ways dependant on the material and age of the structure.

Dissertation- My dissertation was titled “Navigating Regulatory Evolution: Challenges in Adapting Stadia to Current and Future Standards.” This dissertation was aimed at challenges with evolving regulations, in which understanding and dealing with regulations is another vital key for a Building Surveyor.

EXPERIENCE

Assistant Facilities Maintenance Surveyor

Interests:

**Playing football weekly
with local teams**

**Competitive Arm-
wrestling**

**Amateur boxer - spent
most of my childhood
learning the sport of
boxing.**

**One time competitor in a
Blackburn based
weightlifting competition
at age 18.**

Jenny Lloyd Ltd. (2020-21)

Dealing with any physical building issue in the business office regarding maintenance.

The choice of maintenance was reactive maintenance for this companies' office. Any time there was an issue regarding services or facilities, I was an assistant to a facilities surveyor and aided them in any duty. This environment was an enhancer for my studies at the time as I was able to apply my current education to situations along with learning real life maintenance.

Customer Service and Sales

Staysure (2021-22)



Answering inbound calls in which customers had questions about travel insurance, dealing with complaints and making the sale along with forwarding information to relevant work members to ensure organisation.

With COVID-19 being a tough time for customers, they had many complaints, through working in an environment like this it has taught me how to work under pressure, have personal organization with every call, and having the ability to talk confidently and improve my communication skills which is essential in the workspace.

Amazon Flex Delivery Driver

Amazon (2022)



Delivering parcels for the Amazon warehouse based in Leyland at the busy time of Christmas.

With Christmas being a busy time, I independently delivered multiple hundreds of parcels via Amazon flex and enhanced my confidence and independence along with working under time restrictions.

(ALL REFERENCES AVAILABLE ON REQUEST)