**PANKAJ SAINI**

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Address – House No. 1644,

Barwali Dhani, Hisar, Haryana

# Career Objective :

To pursue a challenging and successful career, leveraging my engineering skills, and honing my potential for personal development in my endeavor to benefit the organization and society.

Career Snapshot

An aspiring individual offering overall 4 years 2 months experience in the field of Electrical & Maintenance with Easy Source HR Solutions Pvt. Ltd. employed at Rajasthan Electronic & instruments Ltd. as Technical Assistant.

Diploma in Electrical ENGG. From Shanti Niketan College Hisar Haryana in 2009 to 2012

# Effective communicator with excellent relationship building & interpersonal skills

# Quick learning ability to grasp new concepts & utilize them in productive manner.

# Organization Experience:

***Present Employment:***

* October 8, 2017 to Present with OCS GROUP India pvt. Ltd. As Instrumental Technician

## Key Responsibility Area

* AHU maintainance
* HVAC
* Cooling tower
* Chiller operating
* VFD
* BMS Operating
* General Electrical Equipment Maintenance
* Maintenance and Installation of the solar panel, Charge controller
* Installation of DT Meters Service, Data Processor unit(DPU), Electronic weighing scale, UPS, Solar DC system, off grid power system 75 watt panel .
* Checking of Earthing.
* General Maintenance of Batteries.
* Troubleshooting of PCB.
* Data maintain for log book.
* Planning of preventive maintenance of electrical equipment’s & machinery.

***Past Employment:***

* Sep. 2013 to Sep. 2014 working experience in Omne Agates Systems Pvt. Ltd.
* Oct. 2014 to Mar. 2015 working experience in DHBVN.
* Jul.28 2015 to september 2017 working experience as technician inxeam ventures pvt.ltd.

***Software Skills:***

* Basic knowledge of Computer, MS office (Word, Excel, Power-point)

# Technical Qualification:

* 3 year Diploma in Electrical ENGG. From Shanti Niketan College Hisar Haryana in 2009 to 2012.

# Educational Qualification:

* 12th Appearing from NIOS DELHI,
* 10th passed from HBSE Board in 2009,

# Key Strengths:

* Decisive under stress full condition.
* Eager to learn new technologies.
* Willingness to accept the challenging jobs.

**Personal Details:**

Date of birth : Dec. 16, 1994

Father name : Sh. Munshi Ram

Hobbies : Reading Newspaper, Interaction with the

People, Listening light music

Marital Status : Single

Language known : Hindi, English

Current CTC : 18.5K/ monthly

Expected CTC : As per company norms.

**Declaration:**

I hereby declare that the above-mentioned information is correct up to my knowledge & I bear the responsibility for the correctness of the above mentioned particulars.. This is a first step in exploring the possibilities of employment with your organization. If given chance I prove myself worthy for your esteemed organization. Looking forward for your positive response,

**Date - Sign**