



MAY HTOO CHIT

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Skype ID : mayhtoochit28

PROFILE

- Nearly (2) year of direct experience in Telecom Implementation of Civil, Mechanical, Electrical and Installation of telecom equipment including integration and commissioning.
- Excellent skill in Microsoft Office Applications, OX tool software, Think cell software, SAP software and Outlook email.
- A proven leader with ability to supervise, motivates, and directs technical staff and skilled workers, activity in work and interesting for new challenge.
- Flexible, Self-motivated, and Confident in handling decision-making.
- Responsible, Dependable, planning for forecast progress and Coordinates well with associates and with other groups
- Easy to learn in new projects.

WORK EXPERIENCE

Ooredoo Myanmar Company Ltd

Regional Site Acquisition Engineer & PMO for Electrification project (June 2015 – present)

- Managing for power electrification project weekly, daily and monthly.
- Collecting detail progress, suggestions and management for whole electrification step by step.
- Raising purchase request and purchase order.
- Checking quotation amount, quality assurance and quality control
- Doing Acceptance and FAC.
- Represent the project organization in the field, acting as field interface between vendor and the customer during construction stage up to Site Acceptance.
- My position for PMO is power electrification project for all site type (RTT, RDU, GBT, IBS, COW, SHP, BB, LP) for self-build, build to suit and collocation scope.

- Ensuring all sites built in accordance with the design documentation, continuously monitoring the construction works on sites are carried out within the allocated time scale and budget while complying with the company's standards of quality and safety.
- Maintaining good working relationship with customers, subcontractors and other project disciplines for the overall success of the project
- For Site Acquisition, maintaining documentation, lease documents, prepare for request payment, power electrification project and reports of meetings, discuss with landlord and meeting with Vendor Company.
- Maintaining good working relationship with customers, subcontractors and other project disciplines for the overall success of the project.
- Directly reporting to line Manager, updating meeting minute.
- Good working relationship with customers, subcontractors and other project disciplines for the overall success of the project.

Irrawaddy Green Tower Company Ltd.
Site Supervisor

May 2014 – March 2015

- Responsible in the construction of cellular sites (Greenfields, Rooftops and Co-locations) including installation of telecom network equipment commencing from the Site Acquisition Works up to Acceptance Stage of the project in Ayeyawardy and Bago Region .
- Conduct weekly meetings with the contractors in the field.
- Maintains records on the construction site in an orderly manner, including correspondence, contract documents, change orders, reports of meetings, product data, drawings, etc.
- Lead the Project Team to make sure construction activities are compiled within the specifications, approved drawings, proper construction methodology, approved materials, and other construction requirements.
- Directly reporting to the Cluster Manager

Terabit Wave Company (A1)
Project Coordinator

October 2013 – April 2014

- Responsible for the evaluation of Technical Site Survey Report from subcontractors.
- Represent the project organization in the field, acting as field interface between subcontractors and the customer during construction stage up to Site Acceptance.

- Ensuring all sites built in accordance with the design documentation, continuously monitoring the construction works on sites are carried out within the allocated time scale and budget while complying with the company's standards of quality and safety.
- Issuing regular progress reports to the Project Manager regarding site acquisition works, site construction and performance of subcontractors.
- Maintaining good working relationship with customers, subcontractors and other project disciplines for the overall success of the project.

EDUCATION

- The Degree of Bachelor of Engineering Electronics (BE EC – 2013)
- Associate's Degree, Electrical, Electronics and Communications Engineering, Diploma Course (AGTI EC – 2011)

သိပ္ပံနှင့်နည်းပညာဝန်ကြီးဌာန
Ministry of Science and Technology



မန္တလေးနည်းပညာတက္ကသိုလ်
Mandalay Technological University

အင်ဂျင်နီယာဘွဲ့
Bachelor of Engineering

နည်းပညာတက္ကသိုလ်/ကောလိပ် တောင်ကြီး မှအောင်မြင်ခဲ့သော
..... ဦးခင်မောင်ဦး ၏ အဖ/သမီး မစ္စမ.ထူးချွန် အား
အင်ဂျင်နီယာဘွဲ့ (..... အီလက်ထရွန်နစ်)
ကို အပ်နှံခြင်းဖြင့်လိုက်သည်။

NOVEMBER 2013

Upon successful completion of the studies at
Technological University/College Tawnggyi
The degree of Bachelor of Engineering (..... Electronics)

is awarded to

Ma May Htoo Chit son / daughter of ... U. Khin Maung Oo ...
အမျိုးသားမှတ်ပုံတင်အမှတ် (National Registration Number) .13./Ra.Sa.Na.(Naind), 075854
ဘွဲ့ရမှတ်ပုံတင်အမှတ် (Graduate Registration Number) 001238



ပါမောက္ခချုပ်/ကျောင်းအုပ်ကြီး
နည်းပညာတက္ကသိုလ်/ကောလိပ်
.....

စိုးသာယာ

Rector/Principal

Technological University/College

.....

ပါမောက္ခချုပ်
မန္တလေးနည်းပညာတက္ကသိုလ်
.....

ဇော်လေး

Rector

Mandalay Technological University

သိပ္ပံနှင့်နည်းပညာဝန်ကြီးဌာန
Ministry of Science and Technology



မန္တလေးနည်းပညာတက္ကသိုလ်
Mandalay Technological University

အင်ဂျင်နီယာနည်းပညာဘွဲ့
Bachelor of Technology

နည်းပညာတက္ကသိုလ်/ကောလိပ် ...တောင်ကြီး.....မှအောင်မြင်ခဲ့သော
.....ဦးခင်မောင်ဦး.....၏ သား/သမီး.....မရမထူးချွန်.....အား
အင်ဂျင်နီယာနည်းပညာဘွဲ့ (.....ဒီဂရီအင်ဂျင်နီယာ.....အင်ဂျင်နီယာ.....)
ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

DECEMBER 2012

Upon successful completion of the studies at
Technological University/College.....Tawnggyi.....
The degree of Bachelor of Technology (...Electronic... Engineering....)
is awarded to

Ma. May Htoo Chit...son / daughter of U. Khin Maung...
အမျိုးသားမှတ်ပုံတင်အမှတ် (National Registration Number) 13/Ra Sa Na (Nai) 075854
ဘွဲ့ရမှတ်ပုံတင်အမှတ် (Graduate Registration Number).....001321.....



Susmyi
ပါမောက္ခချုပ်/ကျောင်းအုပ်ကြီး
နည်းပညာတက္ကသိုလ်/ကောလိပ်
.....

.....အောင်သာသာ.....
Rector/Principal
Technological University/College

Ly Ly. O
ပါမောက္ခချုပ်
မန္တလေးနည်းပညာတက္ကသိုလ်
.....

.....မန္တလေး.....
Rector
Mandalay Technological University

Government of the Union of Myanmar
Ministry of Science and Technology
Department of Technical and Vocational Education



ASSOCIATESHIP OF GOVERNMENT TECHNICAL INSTITUTE

This is to certify that

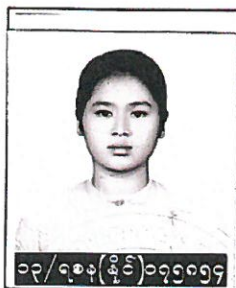
Ma May Htoo Chit

~~son~~ / daughter of U Khin Maung Oo has completed the
two year Diploma Course in Electronic Engineering,
and passed the final examination held in August, 2010

Registered Date of Birth 28th September, 1992

National Registration No. 13/Ra Sa Na (Naing) 075854

Graduate Registration No. 187 / 8 / 2010



Sasney
Rector / Principal
mu

[Signature]
Chairman

Examination Board
[Signature]

Date of Issue 29th, Oct, 2013

Place of Issue Ayetharyon