

# MOHD ZULKHAIR BIN MD NAJIB

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Expected Salary : RM4500 (negotiable)



## PERSONAL PARTICULARS

- |                 |                             |                  |             |
|-----------------|-----------------------------|------------------|-------------|
| • NRIC          | : 860708-38-5971            | • Nationality    | : Malaysian |
| • Date of Birth | : 8 <sup>th</sup> July 1986 | • Race           | : Malay     |
| • Age           | : 31                        | • Religion       | : Islam     |
| • Gender        | : Male                      | • Marital Status | : Married   |

## EDUCATIONAL BACKGROUND

### Highest Education (2009-2011)

- Level : Degree
- University/Institute : Universiti Kuala Lumpur, Malaysia France Institute (UniKL MFI)
- Course of Study : Bachelor of Engineering Technology (Hons) in Air Conditioning and Industrial Refrigeration
- Grade/CGPA : 3.86

### 2<sup>nd</sup> Higher Education (2006-2008)

- Level : Diploma
- University/Institute : Universiti Kuala Lumpur, Malaysia France Institute (UniKL MFI)
- Course of Study : Diploma of Engineering Technology in Air Conditioning and Refrigeration
- Grade/CGPA : 3.60

### Secondary School (1999-2003)

- Level : SPM
- School : Sekolah Menengah Kebangsaan Seksyen 18 Shah Alam
- Field of Study : Science Stream

## SKILL ACQUIRED

### COMPUTER LITERACY

*Application Software* : Microsoft Project, Word, Excel, Power Point, AutoCAD.

### LICENSE & CERTIFICATE

<i>BEM</i>	: Engineering Technologist
<i>CIBD Malaysia</i>	: IRW0 (Engineer) and MCE3 (Mechanical and Electrical Supervisor)
<i>NIOSH Malaysia</i>	: Oil & Gas Safety Passport (Level 1)
<i>NIOSH Malaysia</i>	: AESP (Authorized Entrant & Standby Person for Confined Space)
<i>PBSM Malaysia</i>	: Basic First Aid
<i>Transportation</i>	: License in B2, D class

### LANGUAGE – SPOKEN AND WRITING

Malay : Speak (9/10) ; Write (9/10)  
English : Speak (6/10) ; Write (7/10)

## PERSONAL CHARACTERISTICS

**Personal Qualities:** Discipline, polite, friendly, responsible person, fast thinking, quick learner, hardworking person, strive for the excellence, always eager to be the best, and obey the rules.

## WORKING EXPERIENCES

Oct 2015 – Jan 2017

: **EMS DESIGN AND CONSULTATION SDN. BHD.**

Designation

: Design Engineer (Mechanical) cum Project Engineer

### JOB DESCRIPTION

#### Project: Construction of Infineon Block 8, Test and Assembly Plant

##### Tender Work

- Preparing tender documentation for design and build project.
- Preparing contractor's proposal such as scope of work, drawing and specification.
- Preparing bill of quantity (BQ).

##### Design Work

- In charge of fire protection system. (NFPA standard & FM Global standard)
- Involve in design and calculation work.
- To meeting with the clients, sub-contractors and suppliers to ensure it is carried out as per design requirements.
- To ensure all design work performs as standard, requirement and specification.
- Preparing the drawing for preliminary and construction including coordination drawing.

##### Project Work

- In charge of fire protection system.
- Involved in preparation and submission of method of statement, catalogues and drawing.
- To coordinate with the clients, consultants, sub-contractors and suppliers to ensure it is carried out as per contract requirements.
- Involved in site coordination, site planning and inspection.
- To ensure all construction and installation are executed according to project specification, requirements and design, approved method of statement and construction and coordination drawing.
- To ensure all construction and installation at site meet the specification and quality beside following the time schedule.

Dec 2012 – Sept 2015

: **IAQ SOLUTIONS SDN. BHD.**

Designation

: Assistant Project Engineer (Mechanical)

## **JOB DESCRIPTION**

### 1. Project: Relocation and Upgrading of KLCC District Cooling Centre.

#### Phase 0:

##### Demolition Work

- In charge of PTW (Permit to Work) and site coordination.
- In charge of scaffolding arrangement.
- Involved in demolition of existing 5000 RT Steam Turbine Chiller, piping and accessories.

##### New Work

- In charge of scaffolding arrangement.
- Involved in site coordination for new work.
- Involved in installation of new chillers, piping and accessories.
- To ensure all work at site meet the specification and quality beside following the time schedule.

#### Phase 1:

##### New Work

- In charge of all new installation for fire protection system.
- Involved in preparation and submission of method of statement, catalogues and drawing.
- To ensure all work done at site follow the construction drawing and specifications.
- To ensure all work at site meet the specification and quality beside following the time schedule.

##### Additional Work

- Confined space : Become competent person of Authorized Entrant & Standby Person (AESP) for confined space including in charge and involved in confined space works.
- First aider : Become one of the four first aider at project site.

January 2012 –August 2012

: **JAYA TECH RESOURCES**

Designation

: Mechanical and Electrical Supervisor

### **JOB DESCRIPTION**

- Involved in preparation of electrical drawing.
- Involved in preparation of documentation such as quotation, check list sheet and registration form
- Supervising and involve in installation, servicing, troubleshooting and calibration of electrical equipment.
- Supervising and involve in installation, servicing, troubleshooting and overhaul of mechanical equipment.
- Supervising and involve in servicing and troubleshooting of diesel generator (genset).

July 2011 - November 2011

: **MULTI SYSTEM AIR-CONDITIONING (M) SDN. BHD.**

Designation

: Project Coordinator (Industrial Training)

### **JOB DESCRIPTION**

1. Project: Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) Mukim Tebrau, Johor Bahru Building.

#### **Design**

- Involved in preparation of pulley sizing calculation to achieve desire airflow for all air handling unit (AHU).
- Involved in preparation and submission of shop drawing and preparation of as-built drawing.

#### **On Site**

- Ensuring all work done at site follow the construction drawing and specifications.
- Preparing daily progress status for workers.
- Searching the defect and problem that occur and solve the problem and troubleshooting.

#### **Installation**

- Ensure all equipment installed follows the construction drawing.
- Ensure enough and only competent workers to do any installation work.

#### **Testing and Commissioning**

- Performing the air balancing test and water balancing test.
- Performing chillers run test.
- Performing mechanical run test for all motors and HVAC system equipment.
- Involved in preparation the Operation and Maintenance Manual (O&M).
- Involved in preparation of commissioning check list sheets and handover to clients

2. Project: Klinik Kesihatan Hospital Raja Perempuan Zainab II, Kota Bahru Building

Design

- Involved in preparation of cooling load and air volume flow rate calculation for each room of building.
- Involved in preparation ducting design and sizing of shop drawing.

May 2009 - July 2009

: **SYED NASARUDIN TECHNOLOGY**

Designation

: Technician (Part Time)

**JOB DESCRIPTION**

- Doing the comprehensive maintenance of air conditioning.
- Involved in installation, servicing, troubleshooting and overhaul of air conditioning split unit.

July 2008 -November 2008

: **SERVICE MASTER (M) SDN. BHD. (KLCC)**

Designation

: Technician (Industrial Training)

**JOB DESCRIPTION**

1. Kuala Lumpur City Center (KLCC) Car Park Ventilation Analysis

Trainee's project is to analyze the ventilation at Kuala Lumpur City Centre (KLCC) car park basement area. The analysis classified by two analysis which are airflow analysis and IAQ analysis.

- Study of the air ventilation system of the car park.
- Involved in measurement of car park area, grille dimension and air velocity for each car park level.
- Calculate the required air change and actual air change for the each car park level.
- Measuring the temperature, relative humidity and carbon monoxide of the each zone and level of car park.
- Involved in preparation of data sheet and data records.
- Preparation of data analysis and results of the project.

## 2. Service and Maintenance

- Doing the comprehensive maintenance of air conditioning and mechanical ventilation system.
- Servicing the air conditioning split unit (ACSU), air handling unit (AHU), fan coil unit (FCU), fan, water pump and plate heat exchanger (PHX) according to the relevant Standard Operation Procedures (SOP).
- Job requires extensive maintenance, including tests, measurement, adjustments and part replacement, performed specifically to prevent faults from occurring.

## *REFERENCE*

C.K. CHANG  
Mentor.

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