

RESUME

AJIN M
Al Murju,
Exit – 5,
Riyadh.
ajinm.18@gmail.com
Mobile: 966-572651961.



IQAMA NO: 2427063389
IQAMA STATUS: Transferable

CAREER OBJECTIVE

Mechanical Engineer with 7+ years of experience in of MEP Maintenance Engineer. Coordinating a workforce team of subcontractors and performing budget allocation and analysis. Taking responsibilities and completing projects in duration time.

PROFESSIONAL EXPERIENCE

- Worked as a Maintenance Engineer in **KHALED ALRAJHI HOLDING CO**, Riyadh, Saudi Arabia. Since January 2020 to till date.
- Worked as a Maintenance Engineer in **KING ABDULLAH FOUNDATION, JANADRIYAH FARM**, Riyadh, Saudi Arabia. Since September 2016 to December 2019.
- Worked as a Project Engineer in M/s **Clar Aqua (P) Ltd**, Chennai,INDIA. Since May 2013 to July 2016

EDUCATIONAL PROFILE

- Completed B.E (Mechanical) in (2009-2013) First class in M.E.T.Engineering College, Chenpagaramanputhooor, Tamil Nadu - INDIA.
- Completed One Year Diploma Electrical Wiring & Winding Course in (2008), First class obtained in Govt. Polytechnic College, Nagercoil, Tamil Nadu – INDIA

RESPONSIBILITIES

- Create, update, maintain and work to a scheduled preventative and predictive maintenance plan
- Ensure that qualified human resources, repair/replacement supplies, and facility or equipment access agreements are planned sufficiently in advance of preventative maintenance events
- Pass on information, experiences, knowledge and best practices to other maintenance employees with regards to equipment repair, preventative maintenance, problem solving, etc.
- Deploy, train, coach, monitor the resources to ensure that the required levels of quality and quantity of workmanship are adhered to
- Analyze repair reports from preventative and predictive maintenance, unscheduled downtime, and update equipment/facility work plans to ensure that repeat breakdown events are eliminated
- Maintain and consult the operating and repair manuals for all equipment
- Ensure that an effective preventive and predictive maintenance system is in place and is clearly understood by the members of the Maintenance team
- Maintain HVAC, filters, fans, etc.
- Assist in maintaining the fire control system and Maintain electrical equipment and lights
- Perform scheduled maintenance inspections and repairs as needed
- Ensure that all maintenance tools are in good working condition and stored neatly and securely
- Maintain work area in a clean and safe manner
- Maintain documentation on all equipment, building infrastructure, etc. such as machine manuals, electric circuit diagrams, assembly drawings, spare part lists, preventative / predictive work orders / instructions
- Provide equipment downtime and equipment related cost reports in order to focus on cost reduction
- Maintain spare parts inventory and requisition material as necessary. Select reliable and quality suppliers for spare parts. Select reliable and quality contractors for building modifications, major machine repair work, etc.
- Participate in benchmarking of new tooling and equipment
- Assist Facilities Manager with monthly budget
- Ensure work instructions are followed
- Ensure effective, non-repetitive problem solving that results in updates to the preventative maintenance system targeted at eliminating repeat failures
- Ensure that maintenance reporting is processed accurately and on time
- Ensure full compliance with relevant trade standards of best practice in all work carried out by the team improvements

- Allocate jobs to employees ensuring they are trained to carry out job tasks and functions in an efficient manner, including the use of hand and power tools, safety devices and required personal protective equipment

SKILLS

- Preventative maintenance planning and scheduling
- Team collaboration across multiple cross-functional areas
- Equipment monitoring, analysis, diagnosis, and repair
- Troubleshooting and problem-solving in a complex environment
- Parts and supply ordering and inventory management
- Corrective and reparative maintenance operations
- Cost control and continuous process improvement

Software Proficiency

- MS Office
- AutoCAD

Personal Information

Date of Birth : 18.05.1989
Marital Status : Married
Gender : Male
Languages Known : English, Tami & Malayalam (Arabic Speaking)
Nationality : Indian
Passport No : T8184452
Permanent Address : Iuttu kattu vilai Kozhiporvilai, Thiruvithan Code, (P.O)
Kanyakumari Dist, Tamil Nadu, India.
PIN: 629174

Declaration

I honestly declare that above mentioned details are true to the best of my Knowledge.

Place : Riyadh

Signature

Date:

(Ajin.M)