



## AMJAD SAEED

S/o MUHAMMAD SAEED KHAN

**Electrical supervisor**  
**Electrical Supervisor & Site Incharge**  
**Electrical Maintenance supervisor**  
(Construction)

I have 10+ years of experience in Serving as an Electrical supervisor an organizations, I am a graduate who is looking for new paths with a positive thinking and performance where I can move forward with good performance by utilizing my full potential and experience.

### Contact Info:

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Doha, Qatar

### Personal Info:

Q.ID: 29158610484  
Date of birth: 11 Aug 1991  
Nationality: Pakistan  
Religion: Islam  
Marital Status: Married  
Visa Status: Transferable

### Languages:

- English
- Urdu
- Punjabi
- Pashto

## CAREER EXPERIENCE

### **REHMAN ASSOCIATES (PEC LIC # 8848)**

**Electrical Supervisor**

**APR 2021 TO AUG 2023**

- Interprets construction drawings and studies the contract documents and applicable standards or specification prior to execution of any jobs.
- Assign staffs to scheduled and unscheduled projects based on their technical expertise, deadlines and other considerations.
- Oversee and carry out the installation, maintenance of a wide range of equipment's such as ATS, Capacitor bank, Switch gear panels, ACB's, DB's, Lighting control system etc.
- Provide the maintenance supervision for Planned Preventive Maintenance (PPM) and Corrective, Maintenance (CM) activities.
- Using test equipment & hand tools to diagnose, locate & fix electrical problems.
- Report to manager on job progress and issues on a daily basis.
- Arrange for site inspection from time to time to monitor standard of work and completion schedule.
- Variable Frequency Drives (VFDs)

### **AL-BASIT CONSTRUCTION COMPANY**

**Electrical Supervisor & Site incharge**

**APR 2019 to MAR 2021**

- Supervising the installation of electrical systems in homes, apartments, and other residential buildings.
- Collaborate with project managers and engineers to plan and schedule electrical work.
- Develop work breakdown structures and task assignments for electrical teams.
- Modern Smart Home Wiring. Luxury Apartment Electrical Design
- Office Building Power Distribution. Work on ATS panel
- Assist in the preparation of regularly scheduled reports

### **ZAID SABIR & CO**

**Electrical Maintenance Supervisor**

**MAR 2017 TO MAR 2019**

- Read and work on electrical drawing.
- Maintenance of distribution panels & switch gears in station and subway.
- Electrical Site Supervisor for small and medium type construction projects like Villas, Apartments, commercial and non-commercial multistoried buildings and Malls. Respond promptly to customer inquiries.
- Circuit breakers, Switchgear, Distribution panels
- Communicating and coordinating with colleagues as necessary.
- Research and obtain further information for incomplete documents Communication
- Monitors the acquisition and use of materials.
- Doing the maintenance of DB, replace circuit breaker.

## **HOBBIES**

- Making Good Relation With People
- Badminton
- Photography
- Sketching
- Hiking
- Swimming
- Cricket

## **PERSONALSTRENGTH**

- Energetic and sincere
- Detail-oriented
- Excellent teamwork skills
- Well organized and willing to learn
- Having a strong sense of responsibility
- Hardworking and self-motivated
- Good communication and interpersonal skills
- Comfortable working alone or as part of a team.

## **M/S DANISH MALIK & CO (PEC LIC # C-3/5155)**

### **Electrical Supervisor**

**SEP 2013 TO FEB 2017**

- LV Switch gears and Distribution boards.
- Maintenance of LV cable containments & distribution boards
- Maintenance of normal, UPS & emergency lighting & power systems and earthing system
- Testing & Maintenance of electrical equipment's like Motors, Cables
- Planning of requirement of raw materials for process and maintenance needs.
- Read and work on electrical drawing.
- LT Switchgear Erection, Testing & Commissioning
- Report to manager on job progress and issues on a daily basis.

## **EDUCATION**

### **Diploma of Associate Engineer (ELECTRICAL)**

**23 September 2013**

Wah. Swedish Institute of Technology (WAH CANTT)

### **Matric (Science)**

**28 September 2006**

F.G. Boys model school, I-9/4 Islamabad.

## **TRAINING / CERTIFICATIONS**

- **Sketchup 3d (civil)**

**JUNE 2021**
- **Certificate of CCTV, BIOMETRIC, INTERCOM**

AGT INSTITUTE OF TECHNICAL AND PROFESSIONAL EDUCATION  
**09 SEPTEMBER 2022**
- **Certificate of Data entry (MS- Excel, MS- Access, Typing)**

OXFORD ENGLISH LANGUAGE AND COMPUTER INSTITUTE  
**DECEMBER 2012**
- **Certificate of Auto C.A.D (Knowledge about 2d/3d)**

COMPAC COLLEGE OF COMPUTER SCIENCE  
**MAY 2009**

## **REFERENCES**

References will be provided upon request