

## **NAYMON AHMED KHAN**

Email: naymonahmedkhan786@gmail.com

Phone: +97477091349

Visa Status: Transferable (NOC)

PMP Course Certification Done

Qatar Driving License: Car (Automatic)

Oqba Ibn Nafi Doha Qatar

---

### **OBJECTIVE:**

To attain a responsible and the most challenging position where, I can apply my knowledge and technical skills, which encourage continuous learning and creativity.

### **PROFESSIONAL EXPERIENCE:**

#### **Total Work Experience: 7 Years**

#### **AL AQSA FOR TRAD.&CONT.SERVICES W.L.L.**

#### **Working as Facility Maintenance Engineer (Joined on November 3<sup>rd</sup>)**

- Plans, schedules, conduct and coordinate the technical and management aspects of the assigned.
- Ensure sufficient hand tools, power tools, ladder and scaffolding are available for installation.
- Closely monitor site activities to ensure quality of work is in compliance with approved shop drawing and Specification and get daily update to Project Manager.
- Able to take decisions in order to ensure successful operation.
- Prepare reports, maintain inventories, and keep accurate records, order equipment & supplies.
- Ensure correct maintenance of all equipment in conjunction with the other user departments.
- Able to respond to emergencies in a timely manner.
- Stay abreast with the technological advances in surveillance & safety of equipment.

#### **Al Mana Real Estate W.L.L Qatar:**

#### **Worked as Facility Maintenance Engineer from February 2023 To October 2024**

- Overseeing the maintenance and repair of building systems including electrical, plumbing, HVAC and security systems
- Handling Both Residential and Commercial Properties belonging to Al Mana Real Estate.
- Handling total 178 Manpower and 17 Site Supervisors.
- Landscaping the Properties and Maintaining the landscaping of the properties
- Conducting regular inspections to identify and fix potential problems proactively
- Responding to emergency calls for maintenance and repairs
- Coordinating with third-party contractors for specialized maintenance or installation tasks
- Implementing preventive maintenance programs to keep infrastructure running smoothly
- Ensuring compliance with safety regulations and building codes
- Documenting maintenance work and keeping records of parts or supplies used
- Advising on energy efficiency and cost-saving measures
- Maintaining a safe work environment by adhering to safety procedures and regulations
- Managing waste disposal systems

- Recommending upgrades or improvements to enhance operational

## **Gulf Industrial and Marine Service Qatar:**

Worked as **Construction Site Engineer** from August 2021 till December 2022

- Manages the Technical Supervisors and Technicians to get up to date information for forecasting site progress on daily, weekly, and monthly basis.
- Plans, schedules, conduct and coordinate the technical and management aspects of the assigned.
- Attending the weekly site meetings with consultant and sub-contractors.
- Reviewing and approval of workshop Drawings.
- Having regular meeting with client and contractors for smooth running of the project
- Generating fire protection life safety code analyses
- Performing site inspections and generating field reports

### **Projects Handled:**

- **Lusail Towers AC Ducting and Generators Exhaust Pipes to All the 4 Towers 2 (55 floors) and 2 (75 floors).**
- **Marsa Arabia High rise residential buildings under IDC in Pearl Qatar.**

## **EXPERIENCE**

**SML CLEAN ROOM SOLUTION:** Worked as **Project Engineer** from March 2020 to May 2021.

### **ROLES & RESPONSIBILITIES:**

- Continuous monitoring and managing technical supervisor and technicians, and ensure the job is been conducted ass per plan daily activity.
- Plan Schedule Execute & Co-ordinate the Technical Aspects of assigned task.
- Attending the weekly site meetings with Main Contractors & Sub Contractors.
- Ensure sufficient hand tools, power tools, ladder and scaffolding are available for installation.
- Arrange the sufficient manpower such as Supervisor, Foreman, Duct fitter, pipe fitter, Assistant duct and pipe fitter etc.,
- Ensure All safety Measures been implemented without any compromise.
- Closely monitor site activities to ensure quality of work is in compliance with approved shop drawing and Specification and get daily update to Project Manager.
- Performing Site Inspections & Highlighting any technical issues to the Immediate Superior& raising RFI (Request for Information) to the Consultant.

## **Major Projects Handled**

**Ozone Pharmaceuticals, plant 1 and 2 EPIP Amingaon Assam: -** FAHU'S of 2500 CFM 8 No, FAHU'S of 5000 CFM 2 No, & FAHU'S of 6000 CFM 6 No.

DFO gel Skin care Products Soaps and Heena Manufacturing Pharmaceuticals Plant SAD, RAD, Fire Dampers Both Supply and Return Path Nitrile Rubber Insulation Puff board panel work for both the Ozone plant 1&2

## **EXPERIENCE**

### **ACE INSTITUTE AND HVAC TRAINING BANGLORE:**

Worked as **Project Engineer** from January 2019 to March 2020.

### **ROLES & RESPONSIBILITIES:**

- Get approved HVAC Shop Drawings, MEP Coordination Drawings, Work method statement & Project Specification from Project Manager
- Ensure the HVAC Ducts, Fittings, accessories and fittings accessories are available and approved by Inspection department prior to installation.
- Ensure sufficient hand tools, power tools, ladder and scaffolding are available for installation.
- Arrange the sufficient manpower such as Supervisor, Foreman, Duct fitter, pipe fitter, Assistant duct and pipe fitter etc.,
- Ensure all of process to be attended safely oriented and having proper PPE's prior start installation activities at site.
- Closely monitor site activities to ensure quality of work is in compliance with approved shop drawing and Specification and get daily update to Project Manager.
- Negotiate contracts & quotations to optimize best services & cost saving.
- Manage, Coordinate and monitor activities of contractors & subcontractors
- Manage and review service contracts to ensure facility management needs are being met.
- Ensure delivery schedules, quantity and quality criteria are met
- Verify & follow-up payment and invoicing match contract pricing
- Ensure efficient utilization of facility maintenance staff, Oversee  
environmental health, Assure safety & security of the facility.

## **MAJOR PROJECT HIGHLIGHTS:**

- **Mandovi Motors, KRS Road Mysore: -11TR x 1, 8.5TR x2 Carrier DAC.**

The Project Form where is tarte d my HVAC carrier, we placed **Carrier 11TRx 1no, 8.5TRx2no DAC. & 4CAC**forTheir Showroom & Office respectively. The whole project was executed on my supervision.

- **B.E.T Polytechnic, Malvalli: - 11TR x 4no. CARRIER ODU with 18000 CFM AHU**

One of the best institute in Malvalli, we placed 11tr x 4 no. with an AHU of 18000 cfm for their Auditorium with

SAD, RAD, Fire Damper Both Supply and Return Path.

- **Reckitt Benckiser India Pvt Ltd, Mysore: -17TR DAC x 2 no.**

Reckitt Benckiser, manufacturer of product like Dettol, Destrin, etc. We provided 2 duct units having capacities of 17tr each with puff plenum & rectangular GI factory fabricated duct for their Foil Room 1&2.

- **South India Paper Mill Ltd Mysore:-14tr ODU with 6600 CFM AHU**

One of the biggest player in paper making industry in south region, We provided 14tr Carrier ODU with an AHU of **6600CFM** for their new building in Nanjangud plant.

## **EXPERIENCE**

### **NANDEE NETWORKS PVT LTD, BANGALORE:**

Worked as **Field Engineer (Telecom Field)** October 2017 to December 2018.

#### **ROLES & RESPONSIBILITIES:**

- Daily coordination of technical services department in area of responsibility.
- Able to take decisions in order to ensure successful operation.
- Able to respond to emergencies in a timely manner.
- Prepare reports, maintain inventories, and keep accurate records, order equipment & supplies.
- Ensure correct maintenance of all equipment in conjunction with the other user departments.
- Stay abreast with the technological advances in surveillance & safety of equipment.
- An effective communicator with basics of a wide spectrum of construction equipment and components.
- Assist Senior Engineer for proper erection, installation & commissioning of New & Re installed Radio remote head, Microwave, newly installed RTP, RTT & GBT.
- Allocation of works to technicians for service jobs.

#### **PERSONALITY TRAITS:**

- Efficiency in project planning, execution and management
- Ability to manage multiple projects simultaneously and efficiently
- Ability to manage multiple contractors simultaneously and efficiently
- Ability & confidence of handling of greater responsibility
- Increase in self-esteem & credibility
- Increase in morale & loyalty
- Hardworking, self-motivated, a responsible person, excellent communication skills.
- Capable of adapting to changing environments.

- Open to people and enjoy working as a team, good leadership skills, disciplined and loyal.

**EDUCATIONAL QUALIFICATION:**

- GHOUSIA COLLEGE OF ENGINEERING
- Bachelor In MECHANICAL ENGINEERING -2017

**ADDITIONAL QUALIFICATIONS, SKILLS & STRENGTHS:**

- Computer Aided Machine Drawing Computer Aided Modelling & Analysis ○ CIM & Automation. ○ Microsoft tools: M S OFFICE (Word, Power Point, Excel).

**ADDITIONAL DETAILS:**

Date of Birth: 13/12/1992

Nationality: Indian

Marital Status: Bachelor (Single)

Passport Number: R7118174

Languages known: English, Hindi, Urdu & Kannada.

Driving License: Car Automatic (Qatar Driving License)

**DECLARATION:**

I hereby declare that all the above information about me is true to the best of my Knowledge and belief. Yours Faithfully,

(NAYMON AHMED KHAN)