

Shoaib Ur Rehman

Mechanical Engineer (QHSE Certified)

📍 Doha, Qatar (Transferable Visa With NOC)

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SKILLS

Communication
Team Building
Microsoft Office
CAFM

EDUCATION

Bachelor of Science in
Mechanical Engineering

PROFESSION

Mechanical Engineer

AREA OF INTEREST

Plant Maintenance
Facility Management

EXTRA-CURRICULAR

Reading
Travelling
Sports

NATIONALITY

Pakistan

LANGUAGES

English
Hindi
Urdu
Basic Arabic

PROFESSIONAL OBJECTIVE

To leverage my diverse technical expertise, analytical thinking and strong communication skills in a dynamic organization that offers opportunities for continuous learning and professional growth. I aim to contribute effectively to a high performing team and drive the organization's success through innovative solutions and excellence in execution.

EXPERIENCE SUMMARY (3 Years' Experience)

Mechanical Engineer & Certified **QHSE** with 3 years of extensive experience in Facility Management. Managing and maintaining HVAC, Centralized cooling plan, commercial and Residential buildings. Demonstrated success in ensuring precise and effective maintenance activities, with a proven ability to lead teams and foster a collaborative environment. Skilled in implementing mechanical modification and improvements to enhance system performance.

A proactive and organized professional, capable of working independently or within a team to achieve organizational objectives. An effective communicator with a strong ability to align team actions with the company's goals and drive continuous improvement.

Key Skills

- Maintenance Management
- Task Management
- Operation Management
- Asst Management
- Facility Management
- Vendor Management
- Client Management
- Contract Management

PROFESSIONAL EXPERIENCE

1. Aamal Services & MMS

Designation - Maintenance Coordinator

Project - Aamal Real estate

Duration - May 2023 to till date.



Roles and Responsibilities

- Manage and Supervise the Daily Activities of the Technical Team.
- Check the daily operation and activities on site and keep updated to the Facility Manager and operation Team.
- Ensure the preventive maintenance of Chillers, pump and AHU units as per Standard and practice
- Generate detailed reports on defects, issues, breakdowns, and damages, providing actionable insights for continuous improvement.
- Prepare Work Approval Forms (WAF) and ensure they are reviewed and approved by the client before the commencement of any tasks.
- Draft detailed Job Completion Reports (JCR) upon the completion of work and obtain client approval to confirm successful task execution.
- Ensure the timely closure of Planned Preventive Maintenance (PPM) tasks in the computer-Aided Facility Management (CAFM) system, adhering to Key Performance Indicators (KPIs).
- Coordinate with sub-contractor, Facility manager, site Engineer and team leaders.
- Prepare **MRF, PRF** and **IS FOR** Spare Parts
- Attend weekly meetings with the client to provide updates, discuss ongoing activities, and ensure alignment with project objectives.
- Compile comprehensive monthly progress reports detailing completed tasks, challenges, and next steps, and secure client approval to maintain project transparency and accountability.



2. Aktor Como Intercity Facility Management, Doha, Qatar.

Designation – Mechanical Technician - PIC

Project – Doha Metro.

Client – RKH Qitarat.

Duration – January 2022 to May 2023.

Roles and Responsibilities

- Performing Schedule PPM and Break down Activities.
- Keep reporting line Supervisor & Engineer updated of work progress.
- Planning of engineering and revenue hours tasks.
- Planning and scheduling of look ahead plan.
- Handle Mechanical Related Activities in the major station of Doha Metro.
- knowledge Of Erecting and commissioning and Troubleshooting.
- Ensure closing of assigned PPM on Maximo on time without affecting KPI.
- Monitoring site store, assuring safe storage and handling of site material.
- Supervision and coordination with Team.
- Prepare needed documents and produce permits to work.
- Make reports on defects, issues, breakdowns, damages.
- Assist producing documents requested for internal and external audit.
- Comply with health procedures, quality and in general all the relatives of QHSE.

ACADEMIC CHRONICLE

- Bachelor of Science in Mechanical Engineering.
- Diploma Of Associate Mechanical Engineering

COMPUTER COURSES

- AutoCAD
- SolidWorks
- Solid Edge & HAP
- Parana and Maximo (Service Management Tool)

SAFETY INTERNATIONAL QUALIFICATION

- NEBOSH IGC
- IOSH MS
- OSHA
- OSHAS
- ISO 9001 -2015 QMS Foundation
- ISO 45001-2018 OHMS Awareness

SPECIAL TRAININGS

- PTW Coordinator
- LOTO
- Work At Height
- Certified Gas Taster
- Fire Warden
- Confined Space
- COSHH
- Accident Investigation

PERSONAL DETAILS

- Gender: Male
- Marital Status: married
- Passport Number: AK2943442
- Driving License: **Available**