

# CURRICULUM – VITAE

## SHAHID KHAN

HUSSAINI MOHALLA ROAD ZAKIR NAGAR  
EAST MANGO, JAMSHEDPUR, EAST SINGHBHUM  
PIN-832110, JHARKHAND (INDIA)

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### POST APPLIED FOR:

**“FACILITY SUPERVISOR”**

### ACADEMIC QUALIFICATION

- Passed **Matriculation** from **J.A.C Ranchi** in the year 2008.

### TECHNICAL QUALIFICATION

- Completed three years diploma in **Electrical Engineering** from **North Calcutta Polytechnic**, Kolkata session from 2008 to 2011.

### SAFETY COURSE

- Electrical Safety Rules 2015.
- First Aid course 2015.
- HSE Induction 2015.

#### Renal Course

- Electrical Safety Rules 2020.
- First Aid course 2020.
- HSE Induction 2020.

### WORKING EXPERIENCE IN GULF:

- Worked With **“LINC FACILITY SERVICES”** in **Doha Qatar** as a **“FACILITY SUPERVISOR”** With effect from 10th May 2013 to 18th Sept 2015.
- Worked With **“BAHWAN ENGINEERING COMPANY LLC”** in **Oman** as a **“FACILITY SUPERVISOR”** With effect from 10th Dec 2015 to 18th Aug 2021.
- Working with **“MAINTENANCE & MANAGEMENT SOLUTIONS WLL”** in (Mms Qatar) as a **“FACILITY SUPERVISOR”** With effect from 19th March 2023 to till continue.

### WORKING EXPERIENCE IN INDIA:

- Worked With **“TATA MOTORS LIMITED”** in **Jamshedpur** as a **“FACILITY SUPERVISOR”** With effect from 12th Sep 2011 to 23rd Feb 2013.
- Worked with **“INA TECHFM GLOBAL Solution”** in **Kolkata** under **The Park Hotel, Kolkata** as a **“FACILITY SUPERVISOR”** With effect from May 2021 to 07th January 2023.

### PASSPORT DETAILS

- New Passport No** : **W- 7750272**
- Date of Issue** : **15/02/2023**
- Date of Expiry** : **14/02/2033**
- Place Of Issue** : **RANCHI**
- Old Passport No** : **J- 8334720**

## PERSONAL INFORMATION

- Name : **SHAHID KHAN**
- Fathers Name : Ismail Khan
- Date of Birth : 29/09/1992
- Religion : Islam
- Nationality : Indian
- Marital Status : Married
- Languages Known : English, Arabic, Urdu and Hindi.

## NATURE OF JOBS

- Manage and ensure effective employee/labor relations, create an ethical, non discriminatory and safe work environment
- Responsible for repair & maintenance of facility equipment
- Manage and ensure effective employee/labor relations
- Provides positive and strong leadership, coaching, and mentoring for employees monitor performance and results
- Prepares operating statistics and cost control data for Custodial and Maintenance Departments based on plans developed for maintenance and repair work, including minor and new construction, alteration projects, replacement of existing equipment and procurement and installation of additional equipment
- Supervises the efficient flow of maintenance and repair work orders through work facilities
- Enforces safety and fire regulations designed to protect Navy Exchange patrons, associates and visitors, May conduct safety, fire and energy conservation meetings
- Supervising employees in the (SOH) Special Order Handling department according to current demand and will include temporary and fulltime associates
- Ensure that the invoicing from Tier Two Providers to CBRE/RE&F is in compliance with local tax and legal requirements
- Assist with developing business relationships to ensure communication and efficient operations with third party vendors, including but not limited to, janitorial, pest services, security, external contractors, facility maintenance and beverage

## DECLARATION

I do hereby declare that all the statement as mentioned above are true & correct to the best of my knowledge and belief

Date: -----

Yours faithfully

Place: Jamshedpur

**(SHAHID KHAN)**