



## NIKHIL SUNILKUMAR REJANI

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**Passport**: C9406559 **Work permit**: Qatari **Gender**: Male **Date of birth**: 23/04/1996

**Place of birth**: KOLLAM, KERALA , India **Nationality**: Indian

### ABOUT ME

I am a dedicated and hardworking professional with a Diploma in Electrical and Electronics Engineering, complemented by several years of hands-on experience as an Auto Electrician, AC Mechanic, and Technical Supervisor. Throughout my career, I have gained strong expertise in diagnosing electrical faults, carrying out vehicle repairs, managing technical operations, and supervising teams to ensure quality and efficiency. This background has allowed me to develop a deep appreciation for the importance of precision, problem-solving, and safety in technical work, all of which are directly relevant to the demands of a machine operator role in the automotive industry.

My passion for automobiles and modern technology has always driven me to seek opportunities in the automotive sector. I strongly believe that the automobile industry is not only about machines but also about innovation, teamwork, and continuous improvement. I wish to become part of this dynamic field by working in a car manufacturing company in Slovakia, where I can contribute my technical skills, attention to detail, and commitment to excellence. The chance to work in Europe, particularly in Slovakia's growing automotive sector, represents an important step in my career as well as a personal dream to migrate and build a stable, long-term future in an international environment.

I am adaptable and eager to learn, with the ability to quickly understand new technologies, processes, and safety standards in a production setting. My experience as a technical supervisor has also taught me the value of communication, collaboration, and leadership, which I am confident will help me integrate smoothly into diverse teams and contribute positively to workplace culture.

I am seeking an opportunity where I can develop myself further, take on new challenges, and actively participate in delivering high-quality production results. With my strong technical foundation, practical experience in electrical and mechanical systems, and determination to succeed, I am prepared to bring dedication, reliability, and enthusiasm to a machine operator position in Slovakia's car manufacturing industry.

### WORK EXPERIENCE

#### **AL ASMAKH A TO Z COMPANY**

**Country**: Qatar

[ 01/01/2024 – Current ] **TECHNICAL SUPERVISOR**

Supervise daily operations of the automotive workshop, ensuring smooth workflow and timely completion of repair and maintenance jobs.

Assign repair and maintenance tasks to mechanics, electricians, and technicians according to their skills and expertise.

Inspect vehicles to identify faults, diagnose technical issues, and confirm repair needs before assigning jobs.

Review completed repair works to ensure quality, safety, and compliance with manufacturer standards.

Provide technical guidance and troubleshooting support to mechanics for complex mechanical, electrical, and electronic problems.

Ensure preventive maintenance schedules are followed for company fleet or customer vehicles to avoid unexpected breakdowns.

Monitor and enforce workshop safety procedures to protect staff, equipment, and vehicles.

Conduct risk assessments and ensure proper use of safety gear and protective equipment in the workshop.

Train mechanics, electricians, and apprentices on new technologies, repair methods, and diagnostic tools.

Mentor junior staff to improve their knowledge of automotive systems such as engines, transmissions, brakes, suspension, and air-conditioning.

Keep workshop staff updated on the latest developments in automotive repair, hybrid systems, and EV technologies.

Maintain discipline, monitor attendance, and evaluate the performance of workshop staff.

Plan and schedule staff shifts to ensure maximum productivity and smooth coverage during peak workloads.

Handle customer complaints regarding vehicle repair or maintenance issues and resolve them quickly.

Communicate with customers to explain technical problems, recommended repairs, cost estimates, and expected completion time.

Provide clear and professional technical advice to customers in a way that builds trust and confidence.

Prepare detailed job cards and ensure all repair and maintenance activities are properly documented.

Maintain accurate records of spare parts consumption, service history, and vehicle performance reports.

Ensure proper use, storage, and calibration of diagnostic tools, lifts, and other workshop equipment.

Monitor the stock of spare parts, lubricants, and consumables, and raise purchase requests when needed.

Verify the quality and compatibility of replacement parts before installation in vehicles.

Coordinate with the procurement department to source genuine spare parts at the best cost.

Implement cost-saving measures by reducing wastage of materials, energy, and labor hours.

Ensure compliance with vehicle manufacturer guidelines, warranty requirements, and industry regulations.

Liaise with external vendors or dealerships for specialized repair services when necessary.

Supervise fleet maintenance for company vehicles, ensuring minimum downtime and maximum availability.

Carry out road tests or authorize test drives after major repairs to ensure proper functioning of vehicles.

Maintain a clean, organized, and efficient workshop environment that meets safety and quality standards.

Prepare daily, weekly, and monthly reports on workshop performance, revenue, and staff productivity.

Monitor workshop KPIs such as job completion rate, comeback ratio, and average repair time.

Recommend upgrades of workshop facilities, diagnostic software, and equipment to keep pace with new technologies.

Suggest training programs for staff on hybrid and electric vehicle systems, ADAS (Advanced Driver Assistance Systems), and new automotive technologies.

Support management in budgeting, manpower planning, and expansion of workshop capacity.

Participate in audits, inspections, and quality control assessments by management or external authorities.

Ensure compliance with environmental regulations for waste disposal, used oil handling, and recycling.

Coordinate with insurance companies for accident repair approvals and claims.

Maintain good relationships with fleet clients, dealerships, and parts suppliers to strengthen the company's reputation.

### **AL ZIYAD AUTO MAINTENANCE**

**City:** DUBAI | **Country:** United Arab Emirates

[ 01/01/2022 – 01/12/2023 ] **TECHNICAL SUPERVISOR**

Supervise all daily operations of the automotive maintenance workshop to ensure smooth workflow and timely completion of vehicle service tasks.

Assign preventive and corrective maintenance tasks to mechanics, technicians, and electricians based on their expertise and workload.

Inspect vehicles to identify technical issues, faults, and potential future problems before approving maintenance jobs.

Oversee and verify all maintenance and repair work to ensure quality, safety, and adherence to manufacturer standards.

Provide technical guidance and support to workshop staff for complex issues including engine problems, transmissions, electrical systems, brakes, suspension, air-conditioning, and hybrid/electric components.

Ensure preventive maintenance schedules for company fleet or customer vehicles are followed strictly to avoid breakdowns and reduce downtime.

Conduct regular quality checks of completed jobs to ensure all repairs meet safety and performance standards.

Maintain a clean, organized, and safe workshop environment in compliance with safety regulations.

Enforce strict adherence to Health, Safety, and Environment (HSE) guidelines, including proper use of personal protective equipment (PPE).

Conduct risk assessments and implement measures to prevent accidents, fires, and other hazards in the workshop.

Mentor, train, and develop mechanics, electricians, and apprentices in technical skills, diagnostics, and maintenance procedures.

Evaluate staff performance, monitor attendance, and maintain discipline within the workshop team.

Schedule and plan staff shifts to ensure optimal coverage, particularly during peak periods or emergency breakdowns.

Manage spare parts inventory, lubricants, and consumables; ensure timely ordering, proper storage, and correct usage.

Coordinate with procurement to source high-quality, genuine spare parts and tools at competitive prices.

Monitor the condition of workshop equipment, lifts, and diagnostic tools, ensuring they are calibrated and functioning correctly.

Conduct road tests and inspections after major repairs to verify vehicle performance and safety before delivery.

Address customer complaints promptly and professionally, providing technical explanations and solutions.

Communicate effectively with customers regarding maintenance schedules, repair costs, expected timelines, and vehicle condition.

Prepare detailed job cards, maintenance logs, and records of all repair and service activities.

Track workshop Key Performance Indicators (KPIs) such as average repair time, repeat repair rates, and job completion efficiency.

Coordinate with fleet managers to monitor company vehicles, ensuring maximum uptime and timely servicing.

Implement cost control measures by minimizing wastage of materials, labor hours, and workshop resources.

Ensure compliance with manufacturer guidelines, warranty policies, and local automotive regulations.

Maintain records of service histories for each vehicle, including repairs, parts replaced, and maintenance schedules.

Recommend upgrades to workshop tools, diagnostic systems, and equipment to keep pace with technological advancements.

Stay updated with industry trends, technical service bulletins, and recalls to provide the most accurate and current maintenance solutions.

Assist in budgeting and financial planning for workshop operations, including labor, materials, and spare parts.

Coordinate with insurance companies and dealerships for warranty repairs, claims, and approvals.

Supervise disposal and recycling of hazardous materials such as oils, batteries, and fluids in compliance with environmental regulations.

Develop and implement standard operating procedures (SOPs) for workshop maintenance and safety practices.

Support management in fleet maintenance planning, including long-term replacement schedules, major overhauls, and optimization of vehicle lifecycles.

## **SEASHORE ENGINEERING AND CONTRACTING COMPANY**

**Country:** Qatar

[ 01/01/2018 – 01/12/2020 ] **AUTO ELECTRICIAN CUM AC MECHANIC**

- Inspect and diagnose electrical systems of vehicles including wiring, lighting, battery, alternator, starter motor, and sensors to identify faults and malfunctions.
- Perform installation, maintenance, and repair of vehicle electrical components such as horns, switches, relays, fuses, and circuit breakers.
- Check, repair, or replace damaged wiring, connectors, and terminals to ensure proper electrical continuity and safety.
- Use diagnostic tools and multimeters to test electrical circuits, troubleshoot faults, and identify component failures accurately.
- Maintain, repair, and service automotive air-conditioning systems, including compressors, condensers, evaporators, expansion valves, and refrigerant circuits.
- Diagnose AC system faults such as refrigerant leakage, low cooling efficiency, or electrical failures, and implement corrective measures.
- Recharge, evacuate, and refill refrigerants in AC systems according to environmental and safety regulations.
- Test and calibrate thermostats, sensors, and switches within the AC system for proper operation.
- Inspect and maintain vehicle batteries, including cleaning terminals, checking voltage, and ensuring proper charging.
- Repair or replace alternators, starters, and other electrical drive components as required.

- Identify and repair issues in vehicle electronic control units (ECUs), wiring harnesses, and onboard diagnostics (OBD) systems.
- Perform regular preventive maintenance on electrical and AC systems to avoid breakdowns and prolong component life.
- Monitor and maintain vehicle lighting systems including headlights, tail lights, indicators, interior lights, and emergency lights.
- Install and repair vehicle accessories such as audio systems, GPS units, reverse cameras, and alarm systems.
- Ensure proper functioning of vehicle climate control systems including automatic AC controls, blower motors, and temperature regulators.
- Maintain workshop tools, electrical instruments, AC servicing machines, and diagnostic equipment in proper working condition.
- Record all maintenance, repairs, and replacements in logbooks or digital records for reference and reporting.
- Follow manufacturer guidelines, technical manuals, and safety standards for electrical and AC repairs.
- Diagnose and rectify faults in hybrid and electric vehicles' electrical and AC systems if applicable.
- Ensure compliance with health, safety, and environmental standards, particularly when handling refrigerants and electrical components.
- Respond to emergency breakdowns and provide on-site electrical and AC repair services when required.
- Collaborate with other mechanics and workshop staff to complete vehicle maintenance efficiently and on time.
- Conduct road tests after electrical or AC repairs to ensure all systems are functioning properly and safely.
- Provide technical guidance and support to junior technicians or apprentices in the workshop.
- Monitor and manage inventory of electrical components, wiring, fuses, relays, refrigerants, and AC spare parts.
- Raise requisitions for new spare parts or tools when stock levels are low.
- Inspect and repair vehicle HVAC systems including heater cores, blower motors, ducting, and air filters.
- Troubleshoot and fix intermittent electrical faults caused by wiring shorts, corroded connections, or faulty switches.
- Repair or replace sensors, actuators, and control modules for engine management, AC, and electrical systems.
- Calibrate and adjust electrical and AC components after installation or repair to ensure optimal performance.
- Maintain a clean and organized workspace, ensuring all tools, spare parts, and equipment are stored safely.
- Follow proper waste disposal procedures for refrigerants, batteries, and other hazardous materials.
- Keep updated with latest automotive electrical and AC technologies, tools, and repair techniques.
- Assist in training new technicians on electrical and AC troubleshooting, installation, and repair practices.

## EDUCATION AND TRAINING

[ 01/08/2013 – 01/07/2016 ]

### DIPLOMA IN ELECTRICAL AND ELECTRONICS ENGINEERING

**BOARD OF INDIAN INSTITUTE OF ENGINEERS**

**City:** KERALA | **Country:** India | | **Level in EQF:** EQF level 5

## LANGUAGE SKILLS

**Mother tongue(s):** MALAYALAM

**Other language(s):**

**English**

**LISTENING B1 READING B1 WRITING B1**

**SPOKEN PRODUCTION B1 SPOKEN INTERACTION B1**

**Tamil**

**LISTENING A1 READING A1 WRITING A1**

**SPOKEN PRODUCTION A1 SPOKEN INTERACTION A1**

**Hindi**

**LISTENING A1 READING A1 WRITING A1**

**SPOKEN PRODUCTION A1 SPOKEN INTERACTION A1**

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

**SKILLS**

Microsoft PowerPoint | Microsoft Office | Microsoft Word | Zoom | Skype | Social Media

*I am eager to contribute my skills as a Machine Operator in the automobile industry, bringing dedication and precision to production processes. Motivated by a strong passion for automotive manufacturing, I wish to build my career in Europe, particularly Slovakia, and be part of a dynamic team driving innovation and quality in car production.*

QATAR , 26/09/2025



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