

# MOHAMMED ABDUL AHMED SITE ENGINEER (ELECTRICAL)

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## PROFILE

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As an Electrical Site Engineer, works closely with project managers and superintendents and is responsible for the coordination of all production requirements including but not limited to safety, quality, administration, scheduling, cost controls, client/sub-contractor/craft communication, and management. Demonstrated ability to lead projects to completion, ensuring meticulous attention to detail and fostering team collaboration.

## EXPERIENCE

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Electrical Engineering | Osmaniya Construction Private Ltd, Hyderabad, India. (09/2023) – (10/2024)

- ASSISTED IN THE DESIGN AND TESTING OF ELECTRICAL COMPONENTS AND SYSTEMS UNDER THE GUIDANCE OF SENIOR ENGINEERS
- PERFORMED TROUBLESHOOTING AND MAINTENANCE ON EXISTING SYSTEMS
- PREPARED TECHNICAL REPORTS, SCHEMATICS, AND DOCUMENTATION FOR CLIENTS AND STAKEHOLDERS □  
DEVisING AND MAINTAINING OFFICE SYSTEMS
- UPDATING ALL REPORTS TO AREA MANAGER DAILY BASIS IN SHARE FOLDER
- RAISED MAINTENANCE WORK REQUEST AND FOLLOW UP WITH CONTRACTOR
- TRANSCRIBES SELECTED DATA INTO A COMPUTER AND SCANS SOURCE DOCUMENT IN ACCORDANCE WITH SPECIFIC PROGRAM INSTRUCTIONS
- ORGANIZING AND STORING PAPERWORK'S, DOCUMENTS, AND COMPUTER-BASED INFORMATION  
□ PREPARING STAFF SCHEDULE AND MAINTAINING STAFF.
- MAINTAINED ACCURATE RECORDS OF ALL ACTIVITIES RELATED TO ASSIGNED TASKS.
- ESTIMATED LABOR, MATERIAL, OR CONSTRUCTION COSTS FOR BUDGET PREPARATION PURPOSES. □  
INSTALLED, TESTED AND MAINTAINED ELECTRICAL CONTROL SYSTEMS AND EQUIPMENT.

Admin Assistant | Voltas (Hyderabad), Hyderabad, India.

(05/2019) – (05/2021)

- Provide general administrative and clerical support including mailing, scanning, faxing, and copying to management.
- Assist in training staff members and new hires.
- Answering calls from customers regarding their inquiries.
- Tallying the Daily, weekly, monthly, quarterly, and annual reports such as sales reports.
- Maintains up-to-date employee holiday records.
- Maintained files and filing, keeping sensitive information confidential.

## SKILLS

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**Skills:** REVIT MEP | Autocad- 2D | Formulated Excel sheet | Technical documentation | Trouble shooting and maintenance | Time Management | Installation inspections | MS Office |

## EDUCATION

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**BACHELORS**  
**DIPLOMA**

JNTUH UNIVERSITY, Electrical in Electronics.  
SBTET University, Electrical in Electronics.

August 2023  
May 2019

## PROJECTS

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- Electrical Design and Drafting Applied on G+2 Project for Hospital Building.
- Wind Energy System Control scheme for a stand-alone wind energy conservation system for better efficiency of battery storage.
- Solar Irrigation System Solar-powered irrigation systems (SPIS) are a clean technology option for irrigation, allowing the use solar energy for water pumping etc. IR Sensor IR Sensor based power saver for auditorium and conference hall.

## PERSONAL DETAILS

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Name: MOHAMMED ABDUL AHMED  
Date of Birth: 01/06/1999  
Nationality: Indian  
Languages: English | Urdu | Hindi | Telugu

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## DECLARATION

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I hereby declare that the information furnished above is true to the best of my Knowledge.

**MOHAMMED ABDUL AHMED**