

Name: **Michael C. Najjal**
 Nationality: **FILIPINO**
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EDUCATION

Degree **B.S. in Electrical Engineering**
College / University **Surigao Education Center**
Km.2 Surigao City, Philippines
Year 2006
Language Speaking Capabilities **English, Tagalog, Visaya**

WORK EXPERIENCE

EMPLOYER / COMPANY	POSITION / DESCRIPTION OF WORK
<p>1. Khonaini International Company P.O. Box # 30, Jubail 31951, Kingdom of Saudi Arabia</p>	<p><u>Electrical Engineer</u> Year: 2010 to present <u>Project Handled:</u></p> <ul style="list-style-type: none"> ▪ Construction of Public Schools-East Dammam II Home Ownership ▪ Aramco Housing Project @yanbu ▪ Sabic Al-Jaar Housing Project @ Yanbu ▪ Construction of Residential Houses at Rastanura (BI-10-09124) ▪ Construction of 7-Storey Family Apartments in Jalmudah (Contract No. 815-C14) ▪ Construction of 4-Storey Apartments at Jalmudah – Phase 3 (Contract No.815-C10). <p><u>Duties & Responsibilities:</u></p> <ul style="list-style-type: none"> ▪ Supervise and participate in the construction, installation, and modification of electrical systems, facilities, and related electronic controls and devices by interpreting blueprints, manufacturer's specifications, and written and verbal instructions. ▪ Plan and schedule work for the group, ensuring proper distribution of assignments and adequate manning, space, and facilities for subsequent performance of duties and safe workmanship.

<p>2. Al Huda Engineering Works P.O Box # 17015 Doha Qatar</p>	<ul style="list-style-type: none"> ▪ Created design concepts for electrical systems, interconnection and riser drawings, and floor plan layouts. ▪ Provide technical submittal and documentation, reports, and budget estimates for bids and proposals. ▪ Ensure compliance with client and government standards. Execute corrective actions as required. ▪ Provide the project management with up-to-date cost, schedule, status, and technical information. ▪ Assist in the development of preventative maintenance plans for facilities and electrical systems. ▪ Provide orientation and teach new hires. ▪ carried out shop drawing, request for information, and site visit construction management services. ▪ collaborates with interdisciplinary groups that include utility representatives, architects, and construction managers. <p><u>Site Electrical Engineer</u> Year: 2008 to 2010</p> <p><u>Projects Handled:</u></p> <ul style="list-style-type: none"> ▪ GTC 06/195/ED-Construction of Remaining works for crushed stone import facilities roads and bridges. ▪ GTC 06/153/ED-Construction of new operating rooms in Qatar Petroleum Refinery. <p><u>Duties & Responsibilities:</u></p> <ul style="list-style-type: none"> ▪ Plans and supervises the work of skilled electricians performing electrical installation in keeping standards and safe workmanship. ▪ Conduct a site survey for cable routes and trenches for new and existing substations. Locates and repairs defects in electrical systems that involve the performance of difficult electrical tasks. ▪ determines the supplies and materials that electricians will require and makes a request for their ordering. ▪ Verifies the accuracy of foreman-written work, including work reports and timesheets. ▪ Take into account, assess, and report to QP/EDM with recommendations for a final decision any changes or suggestions that might be made.
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	<ul style="list-style-type: none"> ▪ Assesses installations and facilities, making recommendations for changes or adjustments. ▪ keeping an eye on the subcontractor's instrument, phone, and data work in accordance with the project specifications. ▪ Request for material inspection delivery on site. ▪ Request an inspection both before and after work is completed. ▪ Submitting daily and weekly progress reports to the consultant. ▪ Processing permits for electrical works inside refineries. ▪ Get the projects ready for pre-commissioning. ▪ Prepare a redline for the project dossier.
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OTHER SKILLS:

- Computer Literate: MS word, Excel and Office
- AutoCAD

SEMINARS ATTENDED AND CERTIFICATE:

- **INTERNAL AUDITOR TRAINING and QUALITY MANAGEMENT SYSTEM (ISO 9001:2008)**
Al Khonaini Conference room Al jubail on July 6 and 7, 2015
- **HUBBELL TRAINING CERTIFICATION**
Radmah Suites Al jubail June 2015
- **Saudi Council of Engineers Accreditation**
- **SAFETY INDUCTION TRAINING QP-REFINERY**
Trainee centre building Qatar petroleum refinery October 10,2009
- **H2S AWARENESS SAFETY TRAINING QP-REFINERY**
Trainee centre building Qatar petroleum refinery July 15, 2009
- **BASIC PRINCIPLES OF COMPRESSED AIR AND PURIFICATION**
Surigao education Center Audio Visual room in partnership with ultra filter International October 5, 2003
- **1st CARAGA UNIVERSITIES PARLIAMENTARY DEBATE CONGRESS**
Surigao education Center November 29 to December 1, 2002

I certify that the above information is true and correct to the best of my knowledge and belief.


MICHAEL C. NAJJAL
(Applicant)

Resume: **Michael Najjal**