

# MUHAMMAD ASAD ZAKRIA

MEP COORDINATOR

**PMP Certified** (PMP NO.: 3631123), **LEED GA** (Credential ID 11465598)

REGISTERED ENGINEER IN SOCIETY OF ENGINEERS-UAE

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Visa Status: Employment Visa

Driving license: Valid UAE driving license

## PROFESSIONAL SUMMARY:

"I am a **PMP Certified LEAD MEP Engineer** with about **12 years of experience** in MEP and HVAC works in Building, Infrastructure and Maintenance. I am an expert in team management as team leader, MEP coordination, aware of BIM modeling, and skilled producer of documentation/ drawings associated with MEP engineering. I have a keen ability to accomplish targets in time, assure quality of work, agility, proactive approach, and decrease the constant need for re-engineering. I am currently looking for an opportunity to utilize my technical skills in a challenging working environment and become an asset to the organization that I work for'.

## CORE COMPETENCIES:

- Team management Skills as Team Leader.
- Experience of SEWA, DEWA and FEWA for Water Supply and Domestic Gas systems, and aware of Regulations like Dubai Building Codes, NFPA 13, ASHRAE 62.1, ASHRAE 15, ASHRAE 55, ASHRAE 90.1, ASHRAE-111, SMACNA, HAP 5.1, and others.
- Design and Execution of HVAC systems (DX & Air-Cooled Chillers, VRF, FAHU, AHU, FCU, ECOLOGY UNITS, DEHUMIDIFIERS & ventilation FANS).
- Aware of Pool/Fountain MEP design, equipment selections, installation and testing.
- Experience of Troubleshooting of Pumps/Chillers/Compressors/Control Valves in maintenance.
- Selection of Pumps (Booster/Transfer/Submersible/ Chilled Water Primary and Secondary pumps).
- Knowledge of pipe sizing for domestic water supply and chilled water system.
- Sewerage/Rain/Storm water Disposal systems as per Dubai/Sharjah Municipality regulations.

## COMMUNICATION AND INTERPERSONAL SKILLS:

- Experience of arranging and handling project technical meetings.
- Team management skills.
- Ability to supervise multiple projects with minimal supervision.
- Excellent command over formal English Writing (Report Making, Letter Writing).

## PROFESSIONAL WORK EXPERIENCE (12 YEARS):

**Organization:** **METAC GENERAL CONTRACTING COMPANY (WLL)-UAE**

**Tenure:** **June 2024 - Present**

**Designations:** **MEP Coordination Engineer.**

**Responsibilities:**

- Lead and coordinate all MEP (Mechanical, Electrical, Plumbing) work on site.
- Serve as the primary link between Civil and MEP to ensure seamless integration and project execution.
- Manage and ensure the completion of projects from inception to handover.
- Collaborate with project teams, subcontractors, and stakeholders to ensure project goals are met.
- Monitor MEP works / material / Samples / work conformance with provisions in compliance with Detailed design drawing / Schematic drawings / MEP specification / BOQ / DEWA / Civil DCD and Authority regulations requirement in the Dubai region.
- Check the MEP activities on site and provide the necessary reminders to the Project Director, Construction Manager and the Planning Engineer for any immediate action.
- Supervise and draft the production of MEP co-ordination drawings to ensure that all services are coordinated with each other, and the building structure is complying with the contract requirements.
- Ensure all builders works drawings are comprehensive and discussed with the various engineers for the best implementation and installation of services in MEP /CIVIL coordination with other parties and main contractor.
- Provide reminders, in advance, to the Project Director for any anticipated conflict that may happen in the future with respect to the simultaneous activities of all MEP trades and main contractors.
- Follow up the status of material and shop drawings and keep all parties informed of the status and follow up the implementation of the Clients' comments in timely manner.
- Distribute detailed information, documents and regulations as applicable to all concerned parties and ensure their acknowledgement and adherence to its contents.
- Coordinate with main contractors, sub-contractors, MEP contractors, Engineers and Construction Manager to obtain clearance before starting the work to ensure smooth and efficient execution of work.



- Provide Technical support and solve all Site technical issues to ensure completion of Projects within the stipulated time.
- At project close-out co-ordinate the production of handing over documents including as-built drawings, operations and maintenance manuals, warranty certificates, training reports, asset lists, and ensure that they are delivered as per the contract requirements in terms of quality and time.
- Develop and have full understanding of the responsibility matrix with the scope of works of different trade of works, agencies involved for the integration of the systems.
- Lead Maintenance Team for corrective and Preventive maintenance of MEP/HVAC equipment.

**Organization:** **BAHRAIN AND EMIRATES ELECTRICAL & MECHANICAL CONT. LLC, ABU DHABI-UAE**

**Tenure:** **October 2022 - June 2024**

**Designations:** **MEP Coordination Engineer.**

**Responsibilities:**



- Develop and maintain professional and meaningful relationships with the client to ensure program and project requirements are satisfied.
- Monitoring mechanical services and procedures in all relevant international codes and standards.
- Providing technical input and experience to resolve mechanical related engineering issues on the Project and recommend work measures to improve productivity during site visits.
- Time management and task prioritization skills and ability to work under pressure to meet deadlines.
- Ensure the delivery of the contracted Design and Construction Management services to the client.
- Lead the drafting team for preparation of shop drawings in compliance with the specification, consultant's design and local authority standards.
- Guiding planning engineer for preparation of look ahead program, manpower management, monitor the project status and progress to ensure the project progress within the time frame of the approved Master Schedule.
- Establish methods to meet work schedules and co-ordinate work activities with other departments.
- Estimation and preparation of variation for any additional scope in the project.
- Lead Procurement Team for procurement of material/equipment required for the project.
- Raising RFIs with possible proposition and attend technical meetings with the consultant/client to reach solutions.
- Design modifications of Mechanical services, if required, as per the local authority regulations as well as international standards.
- Supervising preparation of AS-BUILT drawings, O&M manuals, Testing & Commissioning at projects handing over.
- Be part of Testing and Commissioning of all Mechanical System and handover to the end user.
- Lead Maintenance Team for corrective and Preventive maintenance of MEP/HVAC equipment.

**Organization:** **AL-MUHANAD ELECTRO-MECHANICAL CONT. LLC, DUBAI-UAE**

**Tenure:** **April 2018– Oct. 2022.**

**Designations:** **Mechanical Project Engineer.**

**Responsibilities:**

**Al Muhanad**  
Electro-Mechanical Cont. L.L.C.



- Monitoring mechanical services and procedures in all relevant international codes and standards.
- Providing technical input and experience to resolve mechanical related engineering issues on the Project and recommending work measures to improve productivity during site visits.
- Time management and task prioritization skills and ability to work under pressure to meet deadlines.
- Ensure the delivery of the contracted Design and Construction Management services to the client.
- Supervise, co-ordinate and schedule the activities of workers who install, repair and air-conditioning and refrigeration equipment.
- Preparation of shop drawings in compliance with the specification, consultant's design, and local authority standards.
- Establish methods to meet work schedules and co-ordinate work activities with other departments.
- Estimation and preparation of variation for any additional scope in the project.
- Making Material Requisition on Company Software and following with procurement department to make Purchase order, then following with the suppliers for timely and accurate material delivery.
- Ensure that standards for safe working conditions are observed, and PPE is strictly followed.
- Raising and attending WIRs with the consultants to ensure quality of work.
- Raising RFIs with possible proposition and attend technical meetings with the consultant/client to reach solutions.
- Design modifications of Mechanical services, if required, as per the local authority's regulations as well as international standards.
- Preparation of look ahead program, manpower management monitor the project status and progress to ensure the project progress within the time frame of the approved Master Schedule.
- Preparation AS-BUILT drawings, O&M manuals, T&C reports at projects handing over.
- Be part of Testing and Commissioning of all Mechanical System and handover to the end user.
- Lead Maintenance Team for corrective and Preventive maintenance of MEP/HVAC equipment.

**Organization:** CONSULTAIR, MEP ENGINEERS & CONSULTANTS, SHARJAH-UAE  
**Tenure:** Oct. 2016- March 2018  
**Designations:** Mechanical Engineer.  
**Responsibilities:**



**Responsibilities:**

- Review/approval of shop drawings and Material Submittals of Mechanical systems as per project specifications and design standards.
- Conducting regular site inspections to ensure work execution comply with the approved drawings, authority's regulations; and material delivered at the site is as per the approved material submittals.
- Responding to RFI's (Request for Information) with possible solutions and if required, design modification for HVAC, Firefighting and plumbing as per the site requirements.
- Dispatching Site Instructions and NCRs to contractors if the work at the site does not comply with engineering standards and local authorities' regulations.
- Liaising with the client, consultant, contractors, and suppliers for scheduled project progress, site related issues and selection of MEP equipment.
- Attend coordination, progress and technical meetings with the client, contractor and authority personnel to discuss and sort out project issues.
- Responsible for coordinating with QS engineer about variations.
- Review/approval of all final documents (T/C reports, warranty certificates, O/Manual, As Built DWG) during of handover to the Client.

**Organization:** ITTEFAQ BUILDING SOLUTIONS PVT. LTD. PAKISTAN.  
**Tenure:** June 2013- Sept. 2016  
**Designations:** Mechanical Site Engineer.



**Responsibilities:**

- Supervising the execution of MEP works at site to verify the state of equipment, quality of work and its compliance with requirements and specifications.
- Supervising the draftsman during preparation of shop drawing, builder works and as-built drawings.
- Execution of mechanical works as per the Contract and Project Specification.
- Raising WIRs and preparation of RFIs for the consultant approval.
- Preparing the weekly/ monthly work progress reports.

**MAJOR PROJECTS EXECUTED:**

- AL RANIM 1,2,3&4 MUDON CENTRAL PARK DUBAI-UAE (800 VILLAS) (RUNNING)
- AURA-1,2 & AURA GARDENS- TILAL AL GHAF DUBAI-UAE (428 VILLAS)
- VICTORIA INTERNATIONAL SCHOOL, KALBA, SHARJAH-UAE.
- G+2 CLINICAL BUILDING- SHARJAH HEALTH CARE CITY, SHARJAH-UAE.
- INTERNATIONAL SCHOOL OF CREATIVE SCIENCES PHASE-2 (G+1), DUBAI-UAE.
- SUNSET TOWER (G+6P+2 TECHNICAL+35 TYPICAL) SHARJAH-UAE
- SAHARA RESIDENTIAL TOWER -6 (G+6P+TOWER - A 15 TYPICAL + TOWER - B 32 TYPICAL) SHARJAH-UAE
- PAVILLIONS IN MEN'S AND WOMENS'S COLLEGE IN SHARJAH UNIVERISITY CITY.
- COMMERCIAL AND RESIDENTIAL BUILDING (G+1P+5 TYP), MUWEILAH-SHARJAH-UAE.

**SOFTWARE & COMPUTER SKILLS:**

- HAP 5.1 (HOURLY ANALYSIS PROGRAM)
- CHIEF ARCHITECT 14
- ASHRAE DUCT FITTING DATABASE
- McQuay Duct Sizer & McQuay Pipe Sizer.
- AUTOCAD & REVIT (REVIEW AND MODIFICATION)
- MICROSOFT OFFICE 365

**ACADEMIC SUMMARY:**

- **B.Sc. Mechanical Engineering** (Completion-2013) from **University of Engineering & Technology, Taxila, Pakistan.**

**PERSONAL PROFILE:**

Nationality: Pakistan  
Marital Status: Single  
Languages: English, Urdu