

# Muhammad Zubair Munir

## Electrical Engineer

**Home:** Ad Dar Al Baida, Riyadh, Saudi Arabia

**Email:** [zubairmunir.ee@gmail.com](mailto:zubairmunir.ee@gmail.com) **Phone:** (+966) 564300454

**Gender:** Male **Date of birth:** 5 Dec, 2000 **Nationality:** Pakistani

### ABOUT ME

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Dedicated QA/QC Electrical Engineer with over 4 years of experience in building construction and infrastructure projects, including pipeline networks, utility chambers, and SCADA systems. Certified ISO 9001:2015 Lead Auditor with a proven track record of maintaining 100% inspection approval rates on high-profile projects for the Royal Commission for Riyadh City. Expert in ensuring Drawing Conformity, conducting Root Cause Analysis (RCA), and implementing Corrective Action Requests (CARs). Skilled in electrical installation, testing and commissioning, and ensuring strict compliance with IEC/NEC standards and HSE regulations.

### TECHNICAL SKILLS & COMPETENCIES

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- **Quality Management:** Quality Management Systems (QMS), ITP & MOS Preparation, Weekly & Monthly Quality Report Preparation, RFI Management, MIR & NCR Reporting, Root Cause Analysis (RCA), Corrective Action Requests (CARs).
- **Engineering Standards:** IEC, NEC, SBC, SEC Standards, ISO 9001:2015.
- **Electrical Systems:** LV/MV Power Distribution, Grounding/Earthing, Cathodic Protection, RTU Panels, Control Panels, Field Instrumentation, Cable Sizing & Tray Installation.
- **Software Proficiency:** AutoCAD Electrical, Revit, ETAP, MS Office (Advanced Excel).
- **Soft Skills:** Analytical Thinking, Technical Reporting, Cross-functional Coordination, Problem-Solving, Team Leadership.

### WORK EXPERIENCE

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#### QA/QC Engineer – Electrical & Instrumentation

[ Aug. 2024 – Present]

##### *Abdullah Ibrahim Al Sayegh & Sons Co.*

**City:** Riyadh | **Country:** Saudi Arabia

**Project:** TSE supply for green Riyadh program

**Client:** Royal Commission for Riyadh City

- Executed project quality control and assurance activities in strict accordance with the Project Quality Plan (PQP), projects technical specifications and international standards (IEC/NEC).
- Completed all QA/QC documentation, including ITPs, MOS, MIRs, IRs, material submittals and as -built drawings, within project timelines to ensure compliance with project specifications and international standards (e.g., IEC, NEC).
- Rigorously verify all electrical drawings, dimensions, and embedment's to resolve design conflicts prior to site execution.
- Conducted inspections for electrical and instrumentation installations such as wiring, grounding systems, cathodic protection, control panels, field instruments and cable trays etc.
- Achieved 100% work inspection approval rate from consultant and client by ensuring strict compliance with project specifications and international standards.
- Conducted Root Cause Analysis (RCA) for all Non-Conformance Reports (NCRs) and monitor the effective implementation of Corrective Action Requests (CARs) to enhance process efficiency.
- Performed testing and commissioning of LV systems, instrumentation loops, control panels, and SCADA- related equipment, ensuring functionality and safety.
- Prepared and maintained comprehensive quality records, weekly & Monthly QA/QC reports, and final project files for audit and handover requirements.
- Coordinated with construction, HSE, and client representatives to resolve quality -related issues and ensure adherence to project QA/QC plans.

## Electrical Engineer

[ May 2023 – June 2024]

### *Top Notch Traders*

City: Islamabad | Country: Pakistan

- Supervised and executed electrical installation works including wiring, lighting, power distribution, earthing, and panel board setup in residential and commercial buildings.
- Prepared load schedules, single-line diagrams (SLDs), and cable sizing calculations for residential and commercial building projects.
- Conducted testing and commissioning of LV systems, ensuring safe and functional operation prior to project handover.
- Coordinated with civil and MEP teams to resolve on-site issues and ensure seamless integration of electrical systems with building infrastructure.
- Ensured compliance with safety regulations and quality standards by conducting regular site inspections and implementing corrective actions where necessary.

## Electrical Engineer

[ Sep. 2022 – March 2023]

### *Ayk (Pvt.) Ltd.*

City: Islamabad | Country: Pakistan

- Reviewed electrical drawings, specifications, and technical submittals to ensure compliance with project requirements and local standards.
- Verified installation of MDBs, SMDBs, DBs, and control panels, ensuring proper termination and labeling in accordance with design standards.
- Participated in client and consultant inspections, addressing comments and implementing corrective measures to meet quality expectations.
- Coordinated with civil and MEP teams to resolve on-site issues and ensure seamless integration of electrical systems with building infrastructure.
- Ensured compliance with safety regulations and quality standards by conducting regular site inspections and implementing corrective actions where necessary.

## AutoCAD Electrical Design Engineer

[ Feb. 2021 – July 2022]

### *Freelancer*

Country: Pakistan

- Created detailed electrical designs and schematics using AutoCAD.
- Developed electrical layouts for residential projects.
- Collaborated with clients to understand project requirements and provide tailored solutions.
- Provided design modifications and updates based on client feedback.
- Managed project timelines and ensured timely delivery of design documents.
- Conducted load calculations and sizing of electrical equipment and circuit breakers.

## EDUCATION

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### **Bachelor's degree in Electrical Engineering (Washington Accord / Level II)**

[ Oct 2019 – May 2023]

#### *University of Engineering & Technology, Lahore*

City: Lahore | Country: Pakistan |

## CERTIFICATES

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- QMS ISO 9001:2015 Lead Auditor (IRCA)
- AutoCAD
- Electrical Design & Drafting
- Electrical Power System Analysis & Control
- Project Management

## **COMMUNICATION AND INTERPERSONAL SKILLS**

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- Excellent communication skills
- Analysis and Decision-Making skills
- Managing tasks and problem-solving skills
- Great Leader & team player

## **LANGUAGE SKILLS**

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**Mother tongue(s):** Urdu

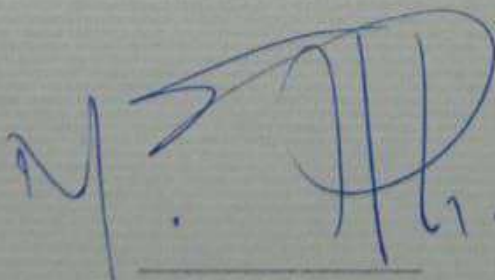
**Other language(s):** English

# University of Engineering & Technology Lahore



*This is to certify that*  
*Mr. Muhammad Zubair Munir*  
*Son of Mr. Muhammad Munir*  
*has completed all the requirements for the award of*  
*B.Sc. degree in **Electrical Engineering***  
*on 31st August 2023 securing a*  
*CGPA of 2.767 (Two Pt Seven Six Seven) /4.0*  
*He has accordingly been admitted to the Degree of*  
***Bachelor of Science***  
*in*  
***Electrical Engineering***

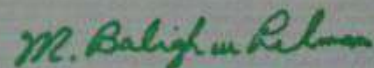


  
Controller of Examinations

Countersigned

Lahore

Dated: 26 SEP 2023



Chancellor



# REGISTERED ENGINEER

PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL, PAKISTAN ENGINEERING COUNCIL




Name: ENGR MUHAMMAD ZUBAIR MUNIR

CNIC: 3450214951131

Reg No: ELECT/103856

Expiry: DECEMBER 31, 2024

Address: MOHALLAH RASHEED PURA NEAR CITY POLICE  
STATION SHAKARGARH, SHAKAR GARH, NAROWAL

  
Signature of Holder



  
Registrar

## Submittal Details

Submittal Type

General

Creator

20240211128 DC.ASGC02

Creation Date and Time

02-Sep-2024 11:38 AM

Status

Sent\_for\_Revision

## Project Information

Contract Registration Number

20240211128

Contract Name

Construction of TSE Network Group 09

Project Name

Construction of TSE Network-Group 09

Project Code

HE.TS.SC.233

Contract Short Code

CON036

Contract Organization

Abdullah Ibrahim Alsayegh and Sons Co.

Contract Category

Construction

Component Name

TSE Network

Portfolio Name

Hard Enablers

Group

Group 9

Zone

NA

Package

NA

## Title

Title

G9A-CV for Eng.Muhammad Zubair Munir - Electrical and I&C QC Engineer

## Submittal Details

Submittal No

GR-ASGC-SUBG-CON036-00573

Discipline

Quality Assurance / Control

Issued For

Approval

## Submittal Revision Details

Submittal Revision No.

0

Submittal Date

02-Sep-2024

## Submittal Description

Submittal Description

G9A-CV for Eng. Muhammad Zubair Munir - Electrical and I&C QC Engineer

## Submittal Status

Reviewer Status

A - Approved

## PM Status

Submittal Status

A - Approved

## Line-Item Details

No.	Document No	Description	Document Type	Issued For	Submitted For	Short Description	Revision Number
1	HE.TS.SC.233-CON036-ASGC-QAC-CRS-00001	CRS-CV for Eng.Muhammad Zubair Munir - Electrical and I&C QC Engineer	Comment Resolution Sheet	Approval	Review and Comment	CV for Muhammad Zubair-Electrical and I&C QC Eng	00
2	HE.TS.SC.233-CON036-ASGC-QAC-CVS-00001	G9A-CV for Eng.Muhammad Zubair Munir - Electrical and I&C QC Engineer	Curriculum Vitae	Approval	Approval	CV for Muhammad Zubai-Electrical and I&C QC Eng	00

## Workflow Progress Details

Step Name	To / CC	Assignee	Company	Status	Action	Completion Date
Creation	Assignee	20240211128 DC.ASGC02	Abdullah Ibrahim Alsayegh and Sons Co.	Completed	Send For DC Review	02-Sep-2024
DC Review	Assignee	20210808089 DC.ILF.C01	ILF Consulting Engineers	Completed	Send for Review	05-Sep-2024
DC Review	Assignee	20210808089 DC.ILF.D01	ILF Consulting Engineers	Closed		
DC Review	CC	Shoil Alshoil	Royal Comission for Riyadh	CC Closed		
DC Review	CC	20210808089 ENG.ILF.C01	ILF Consulting Engineers	CC Closed		
DC Review	CC	GRP DC Egis	Royal Comission for Riyadh	CC Closed		

DC Review	CC	20210808089 ENG.ILF.C02	ILF Consulting Engineers	CC Closed		
Reviewer	Assignee	20210808089 ENG.ILF.C02	ILF Consulting Engineers	Completed	Send for PM Review	08-Sep-2024
Project Manager Review	Assignee	20210808089 ENG.ILF.C01	ILF Consulting Engineers	Completed	Response	08-Sep-2024
Initiator Revise	Assignee	20240211128 DC.ASGC02	Abdullah Ibrahim Alsayegh and Sons Co.	Not Started		
Initiator Revise	CC	Shoil Alshoil	Royal Comission for Riyadh	CC		
Initiator Revise	CC	20230501122 PM ASGC 02	Abdullah Ibrahim Alsayegh and Sons Co.	CC		
Initiator Revise	CC	20210808089 ENG.ILF.C02	ILF Consulting Engineers	CC		



**KBS CERTIFICATION SERVICES LTD.**

E-mail : [training@kbscertification.com](mailto:training@kbscertification.com)

Website : [www.kbscertification.com](http://www.kbscertification.com)

# Certificate of Achievement

This is to certify that

**MUHAMMAD ZUBAIR MUNIR**

(CQI ULN:693171)

has successfully passed all the course assessment requirements for PR328 ISO 9001:2015  
(Quality Management System) Lead Auditor Training Course

Course Start Date: 22 Jan 26

Course End Date: 29 Jan 26

Certificate No: 2026-QMS-489

Course No: 2001



Approved Training Partner

**ATP NO. 6051750**



Approved by: \_\_\_\_\_

**Kaushal Goyal**

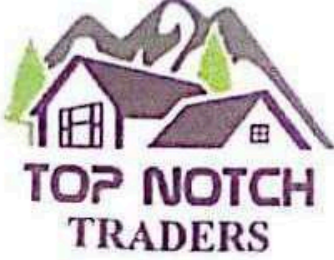
Managing Director

S.No. 4290

The certificate is valid for 5 years from the date above for the purpose of registering as an auditor with IRCA.

For authenticity of this certificate, visit: [www.kbscertification.com](http://www.kbscertification.com)

TF-26 (Version 2.00, Sep 2023) Certificate of Achievement



Ref#...0261.....

Date..15-03-2024

**TO WHOM IT MAY CONCERN**

This is to certify that **Mr. Muhammad Zubair Munir** has served as an **Electrical QC Engineer** at Top Notch Traders from **05 May 2023** to **10 June 2024**.

His performance during the entire period was very good. His project management skills ensured the timely and successful completion of tasks. He showcased strong teamwork by collaborating effectively with colleagues.

We express our gratitude for his efforts and wish him success in future endeavors.

*Chiriz*



OFFICE # 4, CHAUDHARY PLAZA  
I & T CENTER ST # 2, G-11/1  
ISLAMABAD

0303-5946898

# Ayk(Pvt.)Ltd.



Office:1<sup>st</sup> Floor, Capital Plaza, G-11 Markaz, Islamabad, Pakistan. Ph:+923034209599

Date: 05 June 2023

## To WHOM IT MAY CONCERN

Name: Muhammad Zubair Munir

Company: AYK(Pvt.)Ltd. Pakistan

This is to certify that **Mr. Muhammad Zubair Munir** has completed his contract as an **Electrical QC Engineer** at **AYK(Pvt.)Ltd. Pakistan** from **7th September 2022** to **25th March 2023**.

We have always found him honest, hardworking, and a team player during his service with our company. He performed well and met all targets for the customer as per their timelines.

We wish him best of luck in all his future endeavors.

Thank You.



### Head Office

Address: 2nd Floor, U-Block, Trust Plaza,  
opposite Standard Chartered Bank, Model  
Town, Gujranwala, Punjab 52250, Pakistan

### Islamabad Office

Address: 1st Floor, Capital Plaza, G-11  
Markaz, Islamabad, Pakistan.  
Ph:+923034209599



**Burraq Engineering  
Solutions**



# **CERTIFICATE**

Of Completion

**This certifies that**

**Mr. Muhammad Zubair Munir**

**has successfully completed the training course**

**on**

**“Electrical Design & Drafting”**

**Usman Saleem**

**President Director**



# TRAINING CERTIFICATE

**MUHAMMAD ZUBAIR MUNIR**

has completed the training in **AUTOCAD** course under DigiSkills Training Program  
DSTP2.0-Batch-04 Mar 2023-Jun 2023



Rector, Virtual University



CEO, Ignite