

SYED MUHAMMAD SHAHROZ

CONTACT

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ADDRESS: H # 991 – A Street #
13, Block J, Sec 11 ½ Orangi
Town Karachi

SKILLS

CERTIFICATE:

Advance Excel, Ms Office, Fire &
Safety

WEB-BASED APPLICATIONS:

Online web application, Ecommerce
website, ERP, SAP

E-SEARCH TOOLS:

Google Search, Google Analytics,
Google Ads

OFFICE TOOLS:

Microsoft Word, Excel, PowerPoint,
Access

PERSONAL INFO

Father Name:

Syed Muhammad Iftikhar

CNIC NO

42401-9925102-7

Date of Birth

25-Dec-1991

Marital Status:

Married

Nationality

Team player, ready to work under pressure flexible, honest, hardworking and good at communication, able to react effectively under stress and emergencies seeking position that would utilize my skills and challenge my various abilities looking for an organization that offer career growth and a chance to achieve goals through persistence and hard work.

WORK EXPERIENCE

Coordinator and Maintenance

08-2021 / Present

Chughtai Lab / Karachi

- Daily home sampling all over Karachi, total coordination to all phlebotomists regarding sample collection on time.
- Making daily sample collection report
- Trouble shooting of all electrical equipment.
- Managing electrical teams, planning of LT wiring and executing.
- Coordinate complain and patient service department regarding patient issues and resolve it
- Making monthly fuel, over time, incentive and attendance report.
- Working on CCTV camera, DVR, wiring and executing.
- Making Phlebotomists monthly performance report.
- Demand request on ERP which we need for home sampling.
- Making monthly fuel, over time, incentive and attendance report upload on ERP
- All other tasks required by the management

Ass. Engineer (Electrical).

12-2014 TO 07-2020

K-Electric Karachi

Overhead cables network and perform the following main duties:
Pakistani

- Responsible for all corrective and preventive maintenance of the company's drilling.
- Installation, repairing and maintenance of through the coordination of teams
- Doing survey of PMT for HT/LT maintains
- To work at many HT/LT NETWORK project and schemes
- Leader both technically and in management processes with the ability to get the best from my team and to create good working environment
- Ensuring that capacity and capability are continually planned
- Ensuring compliance to all Environmental Health & Safety goals & objectives
- Directing and Training the Electrical staff involving teaching, demonstrating and advising users in productive work methods.

Ass. Electrical/Instrument Technician**03-2014 TO 12-2014***GATRON INDUSTRIES LIMITED*

- To change the bearing all type of motor.
- To checking of sound running motors
- To checking of specific gravity of UPS battery
- Control valve leakage checking and opening matching
- Maintenance works in plant required
- Changing of radioactive source in reactor plant
- Maintenance of control valves and pneumatic cylinder
- Hoist connection and pneumatic hoist connection with the help of drawing.
- Temperature indicator calibration
- Pressure indicator calibration in plant with the help of master and death weight
- Testing of earth electrode.
- Checking camera fault and remove the fault in field and camera room
- Maintenance of A.C and load test
- Checking emergency light and UPS load.
- Checking load of all motor time to time.

EDUCATION

Diploma Associate Engineer (Electrical Technology)**2013***From Government College of Technology S.I.T.E. Karachi.***Matriculate (Science)****2007***From Board of Secondary Education Karachi.***Reference:**

Reference will be provided upon request