



MUHAMMED THASLEEM

MECHANICAL ENGINEER

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SOFTWARES

- MS Excel
- MS Word
- AutoCAD
- Power point

LANGUAGES

- Malayalam
- Hindi
- English
- Tamil

STRENGTHS:

- Career oriented
- Punctual
- Efficient
- Energetic
- Hard working
- Sincere

CAREER OBJECTIVE

- *To obtain a challenging and rewarding position in a growth oriented organization, where my acquired skills and knowledge can be utilized in achieving organizational and personal goals.*

EDUCATION HISTORY

- B.E in Mechanical Engineering
- QA/QC
- NDT Level II

PROFESSIONAL BACKGROUND

Designation : SITE ENGINEER

Organization : ARENCO FIREFIGHTING LLC

Duration : SEP 2021 – Till Date

Job Profile

- *Inspecting the sites and preparing the inspection reports*
- *Inspect the condition of building and recommend the action to be taken.*
- *To arrange materials to be required.*
- *Report to the management regarding work progress*
- *Making purchase orders for required items.*
- *To check the daily expense and others*
- *Schedule, preplanning and resource forecasting the project work.*
- *Complete the project according to the project plans.*
- *Arrange the meeting and communicating both client and team members.*

Designation : TEAM COORDINATOR

Organization : OFFERKART ,SHARJAH

Duration : DEC 2020 – AUG 2021

Job Profile

- *Reviewing purchase orders.*
- *Making special shipping arrangement as necessary*
- *Follow up on payment arrangements*
- *Delegating to tasks to appropriate team members.*

PERSONAL DETAILS

Nationality : Indian

Age : 28

Date of Birth : 23-03-1994

Gender : Male

Marital Status : Single

References : Available Upon
Request

- *Ensure that the quality of all services*
- *Responding customer enquiries*
- *Communicating upper management and customers.*
- *Ensure the quality of all items and make sure that all items fresh to customers needful.*

Designation : JUNIOR ENGINEER

Organization : SAKTI AUTOCOMPONENTS LTD,INDIA.

Duration : MAR 2017 – JAN 2019

Job Profile

- *To manage the project from initial stage to the handover.*
- *followed upon all complaints and enquiries to ensure completion and satisfaction.*
- *Inspecting the materials and preparing inspection reports.*
- *Reporting the defect of the item before takeover the work.*
- *Arrange the meeting and communicating with both client and team members.*
- *Responsible for all material needed by the client at meeting and inspection.*
- *Ensure that the quality of all materials and recheck before handover.*
- *Have the ability to carry on the NDT inspection methods like magnetic and ultrasonic testing.*
- *Have good skills in doing and handling of all instruments..*

PERSONAL SKILLS

- *Problem solving abilities*
- *Leadership to guide team members.*
- *Time management to manage multiple tasks.*
- *Communication Skills*

DECLARATION

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