



# MOHAMED IRFAN JAHIR HUSSAIN

OPERATIONS COORDINATOR

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**Address**

Dubai, United Arab Emirates

## About Me

Proactive and detail-oriented Operations Coordinator with over 6 years of experience in operations, project coordination, and electrical engineering. Demonstrated success in managing field teams, coordinating project logistics, and ensuring timely and quality delivery. Strong technical background with CCNA certification and a proven ability to lead cross-functional collaboration in fast-paced environments.

## Skills

- Operations & Project Coordination
- Electrical Systems & Technical Supervision
- Networking & Routing (CCNA Certified)
- Team Management & Field Scheduling
- Inventory & Resource Management
- Client Interaction & Problem Solving
- ERP/CRM System Knowledge
- Quality Control & Site Safety
- Reporting & Documentation
- Budget Awareness & Cost Control
- CRM and ERP Skills

## DRIVING LICENSE

**Driving license category**

Light vehicle

## languages

- English
- Hindi
- Tamil
- Malayalam

## Experience

**Operations Coordinator**

**Dec 2023– Present**

**FLOORWORLD LLC, Dubai**

- Oversees daily installation operations across Abu Dhabi, managing 7 skilled teams for on-time project execution.
- Coordinates schedules, allocates resources, and ensures compliance with installation protocols.
- Maintains inventory of tools and materials and handles procurement for uninterrupted operations.
- Communicates with clients and internal teams to ensure smooth coordination and high service standards.
- Prepares and analyzes productivity reports to identify areas for operational improvement.

**Installation Coordinator**

**Apr 2021 – Sep 20243**

**Muzun Electronics (ISCENT), Dubai**

- Coordinated installation projects across multiple locations, ensuring deadlines and quality standards were met.
- Prepared work orders, technical documents, and client status reports.
- Conducted site assessments, planned installation sequences, and handled team scheduling.
- Acted as the main point of contact for on-site troubleshooting and client feedback resolution.
- Ensured all field operations followed safety protocols and company guidelines

**Electrical Engineer**

**Pentarch Tech Builders, Trivandrum**

**Jul 2019 – Mar 2021**

- Supervised electrical installations for residential and commercial projects, including wiring, load testing, and commissioning.
- Interpreted engineering blueprints and executed electrical layouts accordingly.
- Coordinated with civil and MEP teams for seamless integration of systems.
- Ensured compliance with the Indian Electrical Code and on-site safety standards.
- Assisted in estimating project requirements and material procurement.

## Education

**CCNA (Cisco Certified Network Associate)**

**2019**

**M Square Institute, Chennai**

**Bachelor's in Electrical and Electronics Engineering**

**PET Engineering College, Tamil Nadu, India**

**2018**