

MANINDER SINGH

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ASPIRING PROFESSIONAL

Seeking a challenging and rewarding opportunity with an organization of repute which recognizes my true potential and effectively utilizes nurtures my excellent skills.

PROFILE:

- A hardworking and result- oriented individual with a **Diploma in Electrical Engineering**. Seeking to carve a niche for myself across the industry.
- Technically astute with proficiency in **Microsoft Word, Power Point, Excel**. Conceptually strong with an innovative and analytical approach to the work with an eye for detail.
- Self-motivated, hardworking and goal-oriented with a high degree of flexibility, creativity, resourcefulness, commitment and optimism.

EDUCATIONAL QUALIFICATION:

DIPLOMA, Electrical Engineering (2009-2011)

SUS POLYTECHNIC COLLAGE TANGORI, MOHALI PUNJAB

CLASS XII- 2009

GMSS SCHOOL, SECTOR 23, CHANDIGARH

CLASS X- 2007

GOVT. HIGH SCHOOL DARIA, CHANDIGARH

JOB PROFILE

| Company (Name & Address) | Experience |
|--|--|
| Postcard Hotels & Resorts, Shimla | From 12/2021 to till Now as Engineering Manager (Handling all Engineering MEP Project and coordinating with consultant or Contractor Team) |
| J W Marriott Aero City, New Delhi | From 08/2019 to 12/2021 as Executive Engineer (Maintain and Operation of 523 Key Room & 4 different Type cuisine Restaurant and 2 Coffee shop) |
| Inox Leisure Limited, Chandigarh | From 07/2018 to 08/2019 as Executive Engineer (Handling all Engineering Operation as HOD at unit level) |
| The Oberoi Sukhvilas Resort Spa, Chandigarh | From 04/2016 to 07/2018 as Engineering Supervisor (Maintain and Operation a luxury Resort 60 Key Room and 25 Acres landscapes area) |
| Elante Mall, Chandigarh | From 02/2013 to 02/2016 as Engineering Associate. |

JOB DESCRIPTION:

- Preparing HLP and MIS reports on daily & monthly Basis.
- Coordinate with vendor for any new project.
- Daily activities report share with superior management.
- Operation & maintenance of utilities like AHU, exhaust & fresh air, chiller, IBR Boiler, Hot water generator and Heat Pump, etc.
- Operation & maintenance of Transformers, switchgear, VCB, ACB, MCCB, ELCB, RCCB starters (DOL, Star-Delta, VFD).
- Maintenance of Diesel Generator Set Water and Air type (1500X4) KVA.
- Maintenance of Transformer Oil type and Air cooled Type (1600X4) KVA.
- Operation & maintenance of WTP (Water Treatment Plant) & STP (Sewerage Treatment Plant).
- Good Knowledge of Fire alarm system Addressable smoke detector , heat detector, Kitchen Piranha Suppression system LHS , NOVEC , FM 200, VESDA, CCTV
- Proficient in SAP (PPM's , maintenance order , work order , reservations , Purchase requisitions)
- Preparing HLP (daily & monthly)
- Maintenance of AHU's & FCU's.
- Operation & Maintenance of HT Panel & LT panel.
- Ensuring that workers follow standard safety precautions while undertaking installation and maintenance works.
- Fire Alarm and fire Fights System check and Trouble solving.
- Minor Civil & Plumbing Corrective maintenance
- Carry out routine preventative maintenance Daily, Weekly and Monthly program.
- Provides assistance in troubleshooting issues, determine their cause and recommend options for eliminating such problems.
- To manage all maintenance activities in plant to ensure adherence to production schedule and maximize productivity.
- Oiling and cleaning machinery and parts.
- Overhauling and replacing part according to schedule.
- Responding to breakdowns.
- Creating maintenance procedure.
- Managing stocks of supplies and equipment.
- Schedule and undertake periodic maintenance on all electrical equipment.
- Provide prompt response to enquiries whenever there is a breakdown and resolve the issue as quickly as possible.
- Ensure that equipment's are in good working order so as to prevent disruptive of activities.
- Recommend replacement for old or faulty equipment's.
- Working in collaboration with production department to formulate the best cost effective manufacturing process
- Provides 24 hours a day maintenance services or assign technical staff to do so.
- Planning and implementing energy conservation techniques.
- Responsible for overall maintenance work
- Track the progress and quality of work being performed by design disciplines / trades viz. electrical, plumbing, civil.
- Review of contractor quotations to ensure that only fair and reasonable pricing is recommended for approval.
- Making scheduled checks on machinery and parts.
- Supervision of external contractor involved in major works.
- Analysis of machine failure
- To comply with stores withdrawal procedures.

Projects:

- **Air Filtration at JW Marriott**, Hotel Guest rooms and Corridors are provided with an Electrostatic Precipitator or electronic air filter clean
- **Plastic Free water Bottles at JW Marriott**, Plastic Bottle are getting replaced by reusable glass water bottles filled with highly treated alkaline mineral water for hotel daily operation.
- **Organic waste Converter Machine at Postcard Resorts Shimla**, Daily 100kg biodegradable wastes are converted into valuable compost that can use for Organic farming.

HOBBIES:

- Traveling and Playing Cricket

BIOGRAPHICS

Fathers Name: Sh. Dinesh Kumar

Date of Birth: 26st April 1992

Languages: English, Hindi, Punjabi

Religion: Hindu

Marital status: Married

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