

# NAME

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Age : xx years  
Identification no. : xxxxxx-xx-xxxx  
Gender : F/M  
Race :  
Religion  
Marital Status :



Address : 123 Address  
Street, City, State.  
Contact number : +6 01 x xxx number  
Email : [info@youremail.com](mailto:info@youremail.com)

## CAREER OBJECTIVE

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To obtain a position as an Electrical Engineer and utilize my technical experiences and benefit both the company and myself.

## QUALIFICATION HIGHLIGHTS

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- Over 11 years of extensive experience in the electrical field with engineering, site working and coordination, project management, and QA/QC Services & Maintenance.
- Broad experience in collaborative and independent research and evaluation, including interviewing and surveying, building and upgrading, testing, writing and editing.

## PROFESSIONAL EXPERIENCE

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2014 onwards

### **REGEN POWERTECH PVT LTD** Senior Engineer

- To Supervise and coordinate project work within area of discipline in accordance with contract conditions, working within budget and time constraints to ensure customer satisfaction.
- Handles and supervises all electrical works and ensures that installation activities are complying with contractual obligations and quality control standards.
- To handle procurement activities relating to contracts and sub contracts in accordance with Company's Procedures and Procurement department activities.

2011 - 2014

### **GALFAR ENGINEERING & CONTRACTING S.A.O.G** Electrical Engineer

- To undertake team briefings and inception activities to ensure all aspects of work are understood by all concerned parties.
- To perform engineering checks for Electrical documents. (Like Datasheets, Engineering requirements and specification)
- Stocking shelves with merchandise
- Plant total Electrical equipments installations and co-ordination with other departments.
- Electrical drawing & CEIG approval coordinate with State Electrical board.

2010 - 2011

**TATA TELESERVICES LIMITED**  
**Electrical Maintenance Engineer**

- To ensure safety standards and procedures are implemented and followed in accordance with contract requirements and Company guidelines.
- To review and evaluate technical submittal and shop drawings prior to submission to consultants and clients according to required project standards.
- Managing site subcontractors works and progress.
- Prepares periodical progress reports such as weekly/biweekly, monthly, project inspection and close out reports.
- Co-ordinating with project coordinator and engineering department for necessary implementation.

**EDUCATION**

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2005 –2010

**SWINBURNE UNIVERSITY OF TECHNOLOGY**  
**Bachelor of Engineering (Electrical and Electronic) Hons**

- CGPA : 3.73

2004

**SMK AGAMA MIRI**  
**SPM**

- 5A3B2C

2002

**SMK AGAMA MIRI**  
**PMR**

- 5 A2B

**SKILLS**

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- Able to communicate efficiently with people from diverse background
- Teamwork spirit and strong interpersonal skills
- Leadership/Management

- Administration and Management
- Problem Solving/Critical Thinking
- Innovation and Creativity
- Expertise in Microsoft Office (Word, Excel, PowerPoint)

## REFEREES

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### Person A

Job Title

Name of Company, Street Name,  
Address, City, State.

Sarawak, Malaysia.

Email: [info@email.com](mailto:info@email.com)

Contact: +60 8x xxxxxx

### Person B

Job Title

Name of Company, Street Name,  
Address, City, State.

Sarawak, Malaysia.

Email: [info@email.com](mailto:info@email.com)

Contact: +60 8x xxxxxx