



ADIL KHAN FACILITIES ENGINEER

Abu Dhabi
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Professional Summary

Proactive and skilled engineer in the facilities operation and maintenance activities of MEP/HVAC, fire systems, backup generator, plumbing, chillers, fire alarm systems, soft, hard and other specialist building services. Holding a position of Facilities engineer for various Prestigious clients of Abu Dhabi commercial properties (ADCP) and Maqam palace of H.H Sheikh sultan in Abu Dhabi and Al Ain, which includes residential and commercial high rise buildings, offices, Hospitals, villas & shops. Hands on training sales team and technicians, managing contractors and External service providers (ESPs) with excellent Knowledge of facility management processes, documentation and tools used. Having a great attention to detail for the contract scope and passion to enhance the efficiency of the operation of electro-mechanical equipments while applying cost optimization. A strong team player with excellent collaboration and leadership skills, capable of handling any project to ensure economic and qualitative efficiency of the organization.

Skills

- strong Analytical and problem solving capabilities
- Excellent communication skills
- Strong interpersonal and leadership skills
- Familiar with Facility management and vendor management software such as Vendor cafe, CAFM etc.
- Sound knowledge of MEP/HVAC, BMS system and its components
- Good Understanding of AutoCad basics
- High organizational skills in managing multiple projects
- Flexibility to respond to a range of different work situations
- Ability to work under pressure & ability to work on their own
- Good in MS Office, internet & emails
- Facility management skills
- project management skills
- Risk analysis and decision making skills
- Experienced in Fire system, Backup generators, HVAC, Plumbing, chiller and fire Alarms

Experience

- **Electro Cooling Centre LLC, Abu Dhabi ,UAE** **02/02/2020 - 26/02/2022**
Facilities Engineer
 - Scheduling/supervision of operations & Planned preventive maintenance of MEP/HVAC, Fire system, backup generators plumbing, chillers, and fire Alarm equipments, civil works and other building services.
 - Implementing daily operation and monitoring of the FM activities at site (soft, hard and other specialist services, PPM, cleaning, waste management, reception, security, parking management, civil works etc), to ensure activities are carried out within the set timelines, I financials budget and confirm to the quality standards agreed.
 - Project management and supervision of internal and external contractors ensuring a level of service and safety.
 - Coordinate with Facility management team and contractors to ensure the all re-active service requests from various stakeholders are compliant with the SLA (service-level agreement).
 - conduct regular meetings with internal & external teams to monitor progress of Facility management activities and to ensure compliance with the agreed standards.

- Interacting with clients and contractors for technical meetings to achieve the project KPI (Key performance indicators).
- Liaising with association board members/owners/tenants on complaints and dispute resolution.
- Liaising with local authorities, ensuring all operations and repair works are undertaken in a safety manner in accordance with company QHSE & HSE policy.
- Overseeing enquirers, estimating and tendering for all work assigned and call out jobs.
- Asset tracking and management, making of conditional survey reports of the assets in the building and submitting them to the clients.
- Investigate all significant failures to identify cause and initiate corrective action.
- Assist in necessary inspection of assets in the facilities during HO/TO or DLP in coordination with other contractor's.

- **Nakheel Developers Pvt Ltd, Delhi, India**

26/12/2018 - 28/12/2019

MEP Engineer

- Assisted in design, installation and maintenance of MEP system.
- Supervision of a site and ongoing projects.
- Liaising with clients and sub-contractors to ensure activities are carried out within the set timelines, financials budget and confirm to the quality standards agreed.
- Coordination with procurement team for timely delivery of materials.
- Overseeing of installation work done by technicians and checking if it is done according to the design.
- Making of daily progress reports and submitting to project's director.

Projects

- **Facility management of ADCP Buildings in Abu Dhabi & Al Ain**

- Inspection of buildings during take over of facilities management.
- Evaluation of snags and preparation of take over documents.
- Project management and supervision of internal and external contractors ensuring a level of service and safety maintained as agreed standards.
- Overseeing of PPM and reactive maintenance of the facility and providing technical support to the maintenance team.
- Coordination with other sub-contractors and procurement teams for the smooth operation of the facility.
- Tendering and supporting in estimations to minimise the cost and increase the efficiency of facilities maintained.

- **Facility management of Maqam palace of H.H Sheikh Sultan in Al Ain, Abu Dhabi**

Starting from the facility take over staff/contractor management,
planning/supervision of their maintenance activities of all HVAC,
Plumbing, electrical and civil works ensuring smooth operation of all systems with desired safety and standards.

Behavioral Competencies

- customer focused and results oriented
- Adaptability & Flexibility
- Planning and Organizing
- Good Communication skills & Builds Relationships
- Teamwork & Empowerment

License and Certification

- UAE Drivers Licence (Valid till- 28/12/2023)

Education

- **Integral university, Lucknow India**

B.tech in mechanical engineering

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2019