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About Me:

A dynamic individual with 15 years of professional experience in Engineering & Maintenance of MEP and HVAC Services in Multi-disciplinary environment involving Operation & Maintenance of Commercial Office Buildings, Multi-Storey Building Maintenance etc. co-ordination and execution of time bound M.E.P and HVAC services for Building Projects, Internal and External Services & Maintenance and managing soft service of Facility maintenance.

Work experience in four deferent industries such as Hotel Industries, Multistory buildings, Real estate, Hospital industries and Airline Industries.



Key Accountabilities

- Ensure adherence to all safe working practices in accordance with safety legislation. Ensuring the operational safety of all employees, equipment and assets at all times.
- Ensure a timely response to breakdowns, which occur under your remit.
- Ensure the correct diagnosis and analysis of faults under your remit.
- Troubleshoot machine breakdowns when juniors are unable to identify the problem.
- Monitor preventative maintenance programs.
- Facilitate the provision of all necessary tools and equipment/spare parts for job requirements.
- Help carry out repairs ensuring cost effective, timely resolutions in accordance with department requirements and guidelines.
- Plan stock requirements ahead of time to ensure minimum down time of equipment.
- Oversee the supervision of all junior engineering and technical staff.
- Actively participate in departmental briefing sessions to support the communication process within the department.
- Anticipate work force shortages and report to line manager for timely adjustments of duty rosters in accordance with budgets, which effectively cover the requirements of the business.
- Oversee the maintenance of statistical, legal and financial records in accordance with Company requirements.
- Monitor and measure equipment performance to ensure optimum output at all times.
- Act as a role model within the department by adopting a positive attitude at all times.
- Maintain excellent communication platforms with peers and colleagues at all times.
- Propose and implement improvements to work procedures.



Requirements and Competencies

Education Qualification:

- B. Tech. (Mechanical Engineering) from Chhatrapati Shahu Ji Maharaj Kanpur University 2005
- Diploma (Mechanical Engineering) From IIME Bangalore.2002
- Mechanical Refrigeration and Air-conditioning from ITI (National Aprentiship Training Scheme) 1999.
- SSLC -1994
- Inter -1996

Additional Qualification:

Computer Hardware Networking.

Good Knowledge on MS-OFFICE

Skills:

- Strong problem-solving skills that allow HVAC issues to be diagnosed and rectified efficiently and effectively. -Exceptional customer service skills that ensure customer needs are met, and that client satisfaction is earned and maintained.
- Executed the Installation, Testing and Commissioning, Operation & Maintenance of Chillers, Cooling Towers, District Cooling Plant, Air Handling Units, Energy Recovery Units, Package Air conditioners, Fan coil units, Fresh Air Handling Units, Chilled water pumps, VRF Systems, Ventilation Systems, Variable Air Volume, Duct Heaters, Data center PAC units etc..
- Review, evaluate proposals, designs, specifications, bids, contracts, RFI, change orders
- Ability to stay calm in Emergencies.
- The ability to lead and manage teams and projects.
- Decision-making.
- Ability to work under pressure.
- Team working.
- Analytical and problem-solving skills.
- Ability to work under pressure.
- Ability to set priorities and assign work to others
- Ability to Multi task.



Work Experience:

Employer : QATAR AIRWAYS, Doha, Qatar
Duration : November 2012 to till date
Duty Station : Hamad International Airport - Facilities Management
Position : Technical Officer –Airport Facilities Management

Job Responsibilities:

- Monitoring routine maintenance inspection on airport utility equipments to identify and respond to problem in a timely manner, thus preventing breakdowns. Findings are addressing to resolve and keep systems in working conditions and ensuring proper maintenance and upkeep of all systems for seamless operations at the International airport to meet international standards. Using oracle (ERP) for reports and analysis.
- Leading technical team and outsourced vendors to undertake all assurance and quality of preventive/corrective maintenance as well as new project works, which include inputs on design, supervision works and project feedback from a maintenance perspective. Monitor team performance against KPI's and targets.
- Maintaining Spare parts stock levels & audit and make reports. Identifies and finalizes required critical spare parts for equipment corrective/Preventive maintenance for smooth operations with minimum downtimes for business continuity and airport customer satisfaction. Airport facilities assets condition survey (ACS) and asset management system (AMS) implementing and report preparation and submit to management to replenish retired assets.
- Implementing plan, schedule and supervise any new project works such as improvement projects, capital expenditure projects, defect rectification projects so as to ensure the timely completion with minimal wastage of manpower and resources.
- Design defects of plant and equipment – rectification, by design improvement to avoid repeated same type of issues, which are effects operations. Construction defects addressing to construction Project contractor within the warranty period to mitigate/resolve.
- Airport facility inside life and safety equipments service and maintenance and any design defect identifying and correcting.
- Conducting inspections within the facility to identify Risks (Predictive) and proposing corrective actions to implement to mitigate hazards/incidents as per HIA safety plans.
- Monitoring contractors for complying with HIA-FM Health and Safety Plan, COSHH, Environmental and

safety regulations related to maintenance activities such as proper PPE, LOA permit to work, MS, RA, LOTO system, etc., and ensuring Zero Injuries, Zero Accidents and Zero Tolerance of unsafe Acts at work places, recognizing that safety is paramount for the success of our business, Reputation, culture, airport, people and materials/property safety.

- Accountable for the management of all CMMS generated preventive maintenance work orders and to manage the timely completion and closure of the work orders.
- Responsible for the implementation of the H-VAC system installation at site as per all the Specifications / relevant regulations and Shop drawings in the construction phase and Testing the Performance of the system in line with the design parameters during T&C Phase.
- Receive and review incoming work requests for functioning & maintenance of equipment / system / buildings / facilities and complete the information for required materials, person-hours, and skill levels.
- Manage the HVAC, Electrical, Mechanical and Plumbing Department for day-to-day operation requirement for entire Airport.
- Developing and implementing Operational / Functional and preventive maintenance programs & procedures to ensure operational efficiency.
- Plan, schedule, assign and supervise all preventive / corrective maintenance works to ensure timely completion with minimal wastage of workers and resources.
- Overall responsibility for security on all sites. Responsible for site maintenance like HVAC, MEP Electrical, BHS, lifts, Fire Alarms, Civil Works, dealt with FRC, IT, planning and Strategy etc
- Accountable for the management of all CMMS generated preventive maintenance work orders and to manage the timely completion and closure of the work orders.
- Prepare needed documentation and produce permits to work and manage approvals from the authorities
- Manage the in-house team and delegate the works to entire team.
- Manage successful completion of all planned maintenance activities and regularly monitoring the delivery performance of outsourced maintenance contracts through effective analysis from Oracle Enterprise Asset Management (eAM) Computerized Maintenance Management System
- Responsible for managing the delivery of day -to- day maintenance services to the airport facilities, by outsourced FM contractors, to ensure all scheduled and unscheduled maintenance activities are done on time and complies with HIA standards and ensuring all assets are maintained in a safe and effective manner to meet business defined KPI's.
- Ensure all corrective maintenance activities are responded to and completed by the outsourced maintenance contractor, within agreed contractual Service Level Agreements (SLAs), by monitoring output performance from Oracle eAM and chairing regular performance review forums with the FM contractor.
- Manage and co-ordinate service and technical teams, in-house training on all aspects of associated work, liaise/negotiate with suppliers, prepare budgets for clients for new and replacement air-conditioning systems, and deal with labor issues.
- Schedule, supervise and assist, as required, in the operations, maintenance and repair of airport buildings and facilities.
- Technical Training with Hands-On approach to staff, give in-house training on all aspects of associated work, Health and Safety.
- Manage the work order system including receiving work requests, assigning work orders, and entering system data and responding to request.
- Manage day-to-day operational aspects of FM Contractors responsibilities and ensure compliance with Key Performance Indicators (KPI's) including response and resolution times.
- Responsible for the necessary leave planning of the staff with approvals of project supervisors ensure staff availability, proper communications with project personnel and act as the focal point at the site between the contractor & project.
- Responsible for Maintaining In-house team and contractors

- Preparing of call off contract of spare parts and other building requirements.
- Ensure PM/AM works are carried out as per O&M Manuals.
- Prepare SOP's, Method Statements, Scope of Works and Risk Assessments, Manage the Technical Evaluation Report (TER), Prepare bill of Quantities (BOQ) review Contracts Tenders and Submittal.
- Responsible for building maintenance repairs and services.
- Manage contractors and staff: operation, maintenance of the facility.
- Ensure PPM is finished correctly and on time, Ensure corrective task are completed on time.
- Carry out routine and no-routine equipment inspection in accordance with approved checklist and maintenance schedules.
- Follow and prepare the duty roster, Staff roster monthly planning and daily assignment.
- Plan, schedule and implement a regular inspection schedule for all HVAC equipment for the optimal operation of each of this equipment.
- Generate move orders at oracle system for any required materials, Maintain all records of timesheet, Works, attendance, Leave and training records.
- Update the staff roster at e-TAS system, verify the time clock details monthly basis, and update to the management.
- Raising a "Materials Purchasing Requisition" in e-sourcing system and complete technical evolutions as procurement advice.
- Manage Spare Parts, Vendors, Re-Ordering & Purchasing, Manage petty cash and co-ordinate with
- Make reports on defects, issues, breakdowns, damages, etc, Follow and prepare the duty roster for staffs.
- Monitor spare parts levels, requirements and availability, follow all instructions given by the SR. Managers, line Managers.
- District cooling system, Heating ventilation & air conditioning equipment servicing &.maintenance and installation of air conditioning units, installation and Commissioning
- Performing quality assurance and control of Sub contractors.
- Prepare scope of works for the corrective maintenance and new requirements.
- Completes follow up on PR raised and coordination for site execution of works until completion.
- Verifies repairs and replacement request from service providers.
- Ensures that projects snags are monitored and closed on the agreed time.
- Maintains records of maintenance and prepares reports to the management as required.
- Raise purchase request to the procurement department.
- Prepares condition survey reports on assets as and when required by the management and ensure to provide action plan for rectification.
- Raise the RFI, RFQ, and CMC as per department requirements and management approval.
- Coordinates with other departments when and as needed.
- Coordinates with stores and all subcontractors for the delivery and completion of all the works.
- Maintain Records and files as per ISO 55001 standards.
- Supervise Maintenance team and all maintenance activities.
- Distribute labor on site as per the site requirement

Employer : Sodexo-Pvt-Ltd. India
Duration : November 2008 – October 2012
Duty Station : Rahejha Buildings at QUALCOMM.
Position : Facility Maintenance Engineer

Job Responsibilities:

- Handling a team of Maintenance. HVAC, Electrical technicians & Supervisors. Vendor management and Material procurement: Seeking quotations from vendors, necessary approvals for same. Meeting with clients for day to day operations, Co-ordination with different departments for daily operation. Staffing and scheduling of Maintenance & Engineering team. Responsible for whole project which includes Outdoor Transformers, L.T Panels, UPS, HVAC, Fire Protection, Access Control, CCTV, PA systems.
- Conducts continuous inspection on the building and ground, and co-ordinates building electrical maintenance and cleaning work.
- Managed Specialist subcontractors for BMS, Fire, Generator, HVAC, UPS, , Barriers, Lifts & Escalators, Transformer etc. Responsible for the management of services and processes.
- Providing monthly review reports including contract improvement plan, various contract performances, resource details, financial details - P&L, Opportunities and Risks ; contract issue logs, transport utilization, HSE reports.
- Establish statements of works for new projects and ensure the compliance of performed work with the required specifications.
- To meet the vendor, follow up on quotes while ensuring the budget & requirements are met within the deadline.
- To ensure that that all written & verbal documentation with the vendor is achieved according to the company policy.
- Provide management with regular reports to identify the current status, outlook, risks, issues and concerns in the areas of cost expenditure, progress, customer relations and future business prospects, and escalate issues where appropriate.
- Supervise the day-to-day facility and maintenance operations.
- Coordinate maintenance efforts with outside contractors and technicians when work cannot be performed in-house. Coordinate contractor, tenant and management approvals for work orders that require the use of an outside contractor. Maintains log of work order details
- Schedules, monitors and conducts preventive maintenance and repair.
- Carry out routine / weekly / monthly Preventive Maintenance of Electrical & HVAC installations with the help of AMC provider.
- Monitor and manage the complex through Building Management System to keep all HVAC parameters under control.
- Facility Management activities - To put up proposals for new jobs of Premises, ask quotations, take approvals, prepare payment notes, Running Abstract bill, Work Orders & Agreements for AMC vendors etc.
- Operation and Maintenance of Transformer, DG Set, UPS, Precision AC, HVAC, Fire Pump, Access Control, CCTV systems. Manpower and resource management, housekeeping, vendor management, AMC.
- Coordination with Clients for Building handing & take over process.
- Good analysing abilities in various Soft & Technical services logs and preparing strategies for achieving effective output by optimal utilization of the available resources.
- Manage and contribute to bids requiring professional services or project management input as well as provide project planning and estimating expertise during the sales & pitch cycle.
- Planning and implementing repairs and maintenance.
- Responsible for scheduling the erection of the equipment and follow-up with subcontractors.
- Preparation of Maintenance Reports, Duty Roster, PPM Schedule, Checklists, Invoices, PO.
- Supervising contract labor, minor purchase and coordination with other departments.
- Preventive maintenance of Chillers Air cooled and Water-cooled, AHU's, Package units, PAC, Cassette units, FCU, SPU units.
- Spare parts planning, involving in vendor development activities.
- Coordinated projects with other departments, outside agencies, contractors and consultants.
- Coordination with the vendors for Installation & Commissioning of HVAC Systems

Attainments

- Individually handled and maintained the HVAC system without AMC and saved AMC Cost.

Employer : Y.K Almoayed Sons Medical Technology. Kingdom of Bahrain
Duration : November 2006 - October 2008
Duty Station : Government Hospitals
Position : Site Engineer– Facilities Maintenance

Job responsibilities:

- Responsible for Servicing & repairs of HVAC and Mechanical electrical and plumbing system.
- Developing close relationship with the contractors, guiding schedules, procedures, scope of work, planning the man power, resources & other requirements.
- Review method statements, material approval documents and to give comments and recommendations .
- Communicated directly with client representatives in the snagging and handing over stage of the project.
- Supervised and coordinated Civil, Architectural & Landscape works on surface and underground levels.
- Inspection, sampling and testing of the incoming materials to assure that compliance with the Asset Requirements.
- Identifying non-conforming works or materials and notifying the contractor to rectify and keeping a record. Follow up corrective and preventive measure taken by the Contractor.
- Reviewing and forwarding the comments to the contractor's method statements, Materials submittals, Technical submittals and Inspections.
- Attending site technical coordination meetings to discuss the contractor (s) submissions, shop drawings, material submittals and Facility related matters.
- Assist in the review and forward comments on the technical Query raised by the contractor.
- Monitoring the progress of the work against the approved contractor Base line schedule
- Keeping, monitoring and following of all the records.
- Reviewing the site progress and assisting in the review of the contractor's interim payment application.
- Liaising with any Consultants, Sub-contractors, Supervisors, Planners, Quantity Surveyors and the General workforce involved in the Project.
- Submit daily accomplishment reports and weekly reports
- Coordination with all other services like Architectural & Electrical, etc towards successful completion of project.
- Coordinates with other departments to obtain required support for the maintenance schedule.
- Organized and planned routine preventative maintenance for plant machinery and facilities.
- Responsible for solving maintenance and repair issues by utilizing on-site and outsourced contractors.
- Maintained the computer-based work order system and trained all team members in the program.
- Ensures regular service and monitors satisfactory completion whether by contractors or in-house maintenance staff.
- Preparation of work schedule and assign to supervisors.
- Assign and distribute work orders and work request, and review all works orders before and after completion.
- Maintained all maintenance equipment's and repaired/ replaced them to ensure proper functioning.
- To make sure that site works are according to project-specific or generic specifications, standards.
- Maintained records and tracked work orders, spare parts and maintenance history of equipment's and others through computerized system.
- Initiate, implement and manage the maintenance program of project with emphasis on planning scheduling and preventive/predictive maintenance and – CMMS.
- Requisitions material and supplies from stockroom, calls vendors to discuss needs for parts and supplies.
- Preparation weekly report, material report and reporting to the manager
- In charge and responsible to the technical team to perform preventive and corrective maintenance of heating, ventilation, and air conditioning units, chiller units, District cooling system, Soft water plant, different types of pumps, Air compressors maintenance mechanical doors units, plumbing system, fire sprinkler system, Fire pumping system, electrical lighting system etc.,
- In charge for the complete building operation of MEP systems.
- Responsible to provide complete monthly building SOP report to the management, which include about the operations, delays, preventive and corrective tasks etc.

- Hire and train new employees as per requirement of the building maintenance activities.
- Attend meeting with other trades areas, Project managers and outside Contractors

Attainments

- Individually prepared Equipment checklist, SOP has and upload the CMMS System.
- Maintained the All hospital HVAC equipment without AMC and save the AMC Cost

Employer : Chancery Hotel Pvt-Ltd
Duration : MAY 1999 - April 2000
Duty Station : Chancery Hotel, Bangalore, India.
Position : Supervisor MEP-Facility Maintenance

Job Responsibilities:

- Monitoring the day-to-day progress of erection and coordinate with contractor to ensure smooth progress in timely completion of job.
- Directly responsible for the overall inspection and coordination of the MEP works.
- Resolve field conflicts and problems in respect of MEP work.
- Coordinating with all departments for day-to-day problem and job planning accordingly.
- Supervises and assigns the work of maintenance Staff.
- Coordinated activities with other responders; directed the work of staff and utilization of resources to effectively repair and ensure the safety of the community.
- Coordinates or installs, inspects repairs and maintains the electrical, plumbing, mechanical and other related systems in all health department locations.
- Coordinate with contractors in providing contract services.
- Site visiting, providing material and tools for technician if it necessary.
- Provides detailed administration of attendance, punctuality, use of sick leave, payroll, overtime records, employee evaluations, discipline, and other administrative tasks as needed.
- Maintain Daily Checklist, Equipment History Cards, Preventive Maintenance Checklist and Break Down Analysis.
- Controlling and Maintain the BMS System.
- Responsible for hands-on support to repair and service air-condition units.
- Leading a team of technicians, skilled & unskilled workers for plant maintenance and up gradation.
- Maintenance and Servicing of Chillers, PAC, AHU, FCU, CSU Chillers Pumps.
- Operation and maintenance of air-cooled chillers and water-cooled chiller.
- AC plant monitoring and controlling through BMS.
- Check and troubleshoot equipment; set and adjust controls.
- Provide technical assistance to mechanics when requested.
- Operation and maintenance of DG Sets, Boiler sets.
- Inform superior of completed and outstanding work orders.
- Maintains records and files, including the approval of time cards and absences, and submits as required.
- Maintains responsibility for the correct stock levels of repair or replacement parts.
- Coordinates with suppliers, contractors, engineers, and others concerning equipment operations or maintenance.
- Monitoring and maintain the documents.
- In charge and responsible to the technical team to perform preventive and corrective maintenance of heating, ventilation, and air conditioning units, chiller units, District cooling system, Soft water plant, Air compressors, mechanical doors units, Building maintenance, plumbing system, fire sprinkler system, Fire pumping system, electrical lighting system etc., maintenance.
- In charge for the complete building operation of MEP systems.
- Responsible to provide complete monthly building SOP report to the management, which include about the operations, delays, preventive and corrective tasks etc.



Trainings and Certifications:

- Basic Airport & Airside Operations.
- Time Management.
- Safety Management system.
- Fire safety in Accommodation Release.
- Airside Driving Simulator.
- HIA - General Security Awareness Training.
- Office and Information Security Awareness.
- Stratus Leadership Essentials Programme.
- Handling Bomb Threat Calls.
- Managing Hazards and Risks.
- Safe Working at Heights
- Failure Modes & Effect Analysis & Root cause failure Analysis.
- Facilities Maintenance Management (Intermediate)
- Training in "FIRE FIGHTING EQUIPMENT.
- Training in " FIRST AID" (for electrical Accident's)
- Leadership and Managerial skills.
- Effective Safety Communication Workshop.



Personal Details:

Languages known	:	English, Hindi, Telugu, Tulu, Kannada, Konkani, Tamil
Marital status	:	Married
Nationality	:	Indian
Passport No	:	U0135070
Date of issue	:	08.08.2019
Date of expiry	:	07.08.2029
Qatar Driving License No	:	27835634043
Date of Expiry	:	18.01.2025
Airport Driving License No:		29980
Date of Expiry	:	02.01.2021