



**ANJANA DEVI**

**+971 568957938**

**anjanadevi8457@gmail.com**

### Current Address

K M Trading Building,  
Electra street, Abu  
Dhabi, UAE

### Passport Details

Passport No : S4164829  
Issued Place : Trivandrum  
Date of Expiry: 23/08/2028

### Visa Status

Type : Visit Visa  
UID : 220991211  
Issued Date: 20/03/2021  
Expiry Date: 15/07/2021

### Languages

English  
(Read, Write, Speak)  
Hindi  
(Read, Write, Speak)  
Malayalam  
(Read, Write, Speak)  
Tamil  
(Speak)

## Professional Objective

Dedicated Electrical Engineering highly efficient undertaking various administrative and program management tasks. Ability to manage complex data with excellent organization. Motivated to achieve outstanding success through prompt communication and a helpful approach.

## Professional Summary

- Having 2 years of experience in Cad Engineering include AutoCAD, Revit MEP, planning engineering, panel board designing.
- Extensive experience in AutoCAD designing.
- Good experience in QA and QC level-2.
- Good experience in NDT and Radiography testing level-2.
- Familiar with Ultra sonic testing and Visual testing level-2.
- Familiar with Tally.

## Work Experience

### **1. Auto CAD Draftsman (06/2020 - 12/2020)**

**Camex Panel Board Company (Kinfra Industrial Park),** Thiruvalla, Pathanamthitta, Kerala, India.

- Improved team efficiency by training and mentoring individuals through diligent team meetings and setting goals.
- Maintained relevant qualifications for optimized training and development.
- Develop and enhance new and current circuit solutions.
- Job card maintains in system
- Develop engineering project analyses to include preliminary design calculation budget analyze life side cost equipment selection.
- Analyze and respond to issues as it arrives.
- Daily stocks analyze and report sent to the manager
- Coordinate engineering design team activities and support electrical control panel production.
- Develop technical construction specifications.
- Perform survey service to collect field data to develop drawing layout and varied visuals aids.
- Advanced software skill knowledge

### **2. Planning Engineer and Design Officer (12/2019 - 04/2020)**

**Cosmo Engineering Company (Cochin Refinery Sub Contractor),** Thiruvalla, Pathanamthitta, Kerala, India.

- Daily staff report mail to Head office
- Prepare various strategies for all planning activities for the project
- Manage all communication and provide feedback for the processes.
- Prepare planning and schedule for all project delivery
- Perform regular analysis of all scheduled trends.
- Maintain an efficient performance of all schedules and analyses for software tools and assist in transmission and distribution of all various projects.
- Manage all customer site and maintain product suite for all applications

## Certification

- ✓ Diploma in AutoCAD and REVIT MEP
- ✓ Diploma in QA /QC level II
- ✓ Mechanical and electrical engineering
- ✓ Non Destructive Testing Industrial Safety
- ✓ Ultrasonic testing Level II
- ✓ Visual testing level II Eddy current testing
- ✓ Magnetic particle testing level II Radiography testing level II
- ✓ Radiography testing level II
- ✓ Diploma in Tally

## Key Skills

- ✓ Excellent in AutoCAD design
- ✓ Very good in REVIT mep
- ✓ Good in Tally
- ✓ Flexibility & Adaptable
- ✓ Good Communication skills
- ✓ Willingness to learn
- ✓ Self Motivated and Reasoning Capability
- ✓ Systematic and Hardworking
- ✓ Confidence in Decision Making
- ✓ Ability to Deal with people Diplomatically

## Academic Project

Micro controller based Multi-Transformer thickness and level monitoring

### **3. CAD Engineer (06/2018 - 07/2019)**

**CAD POINT Engineering Solutions**, Plantottam Complex, Thiruvalla, Pathanamthitta, Kerala, India.

- Design, developing an engineer high-quality models using 3D and 2D tools.
- Performed peer reviews of other CAD Operators' designs to ensure quality and consistency across the team.
- Maintained strict compliance with health and safety standards to minimize.
- Daily report in student's efficiency
- Designing engineering experiments
- Motivated and communicate directly with new to provide interpersonal to beginners if the ability to solve problems creatively on time
- Having up-to-date knowledge and Technical skills

## Academic Profile

Course	Dicipline/College	University /Board	Year	Percentage
Diploma (Electrical & Electronics Engineering)	Amrita Institute of Engineering College	Anna University	2014-2017	70%
Class XII	CMS HSS, Mallappally	Board of HSE	2012-2014	60%
Class X	CMS HSS, Mallappally	Board of Public Examination	2010-2012	72%

## Personal Profile

Full Name	Anjana Devi
Date of Birth	28/11/1995
Sex	Female
Nationality	Indian
Marital Status	Single
Permanent Address	Kunnathumuriyil, Anicadu P.O., Mallappally, Pathanamthitta, Kerala, India. PIN:689589

## Declaration

I hereby declare that all the information given above is true to the best of my knowledge and belief.

Place: Abu Dhabi

Anjana Devi

Date:.....