



Mohammad Asif

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Address: Al Retaj Al Kanary, Al Sadd , 122001, Al Sadd , Qatar (#52, 4th floor)

WORK EXPERIENCE

01/07/2023 – CURRENT Doha, Qatar

SITE INCHARGE DESERT COOLING - CARRIER

- Managing and up keeping the air-cooled chiller system, including its operation and maintenance.
- Supervising the functionality and maintenance of chilled water pumps.
- Collaborating with the team to troubleshoot and rectify chiller alarms.
- Duct Design Equal Friction Method (Based on real time Project).
- Air Terminals and Selection of Terminals.
- External Static Pressure Calculation for Ducts.
- Taking the chillers reading on regular interval of time.

05/09/2021 – 10/04/2023 Bangalore , India

PROCUREMENT ASSOCIATE APPLIED AIRCON ENGINEERS LTD

- Follow-up with vendor/suppliers for on-time supply of materials.
- Maintain and update purchase records, Inward and outward reports for purchase function.
- Prepares purchase orders by verifying specification and price; obtaining recommendations from suppliers for substitute items; obtaining approval from requisitioning department.
- Prepare reports on purchases, including cost and analyses.
- Obtain purchased items by forwarding orders to suppliers; monitoring and expediting orders.
- Streamline procurement processes.
- Review quality of Purchased products.
- Monitor stock levels and place orders as needed.
- Authorize and evaluate goods receipt, and ensure adherence to quality.
- Ensure adequate stock levels.
- Support and coordinate with the various departments particularly with accounts with ease.

08/08/2018 – 04/08/2021 Surat , India

PROCUREMENT ASSOCIATE VIRTUE ENGINEERING PVT. LTD.

- Identify new and more cost-effective suppliers through participation in industry networking events, purchasing advantageous packages and cutting costs.
- Create Purchase Requisition, convert it into Purchase Order.
- Purchase Order amendments and Vendor follow-up.
- Made valuable contributions to planning of promotions, pricing and inventory levels, enhancing inventory flow, revenue and profits.
- Reduced downtime in warehouse operations by ensuring reorders were aligned with store sales and backlog.
- Oversaw inventory control, accounting and supply reports.

EDUCATION AND TRAINING

02/09/2014 – 03/03/2021 Tumkur, India

BACHELOR OF ENGINEERING - MECHANICAL ENGINEERING HMS Institute of Technology

Address NH4, Kesaramadu Post, Kyathsandra, 572104, Tumkur, India | **Website** <https://www.hmsit.ac.in/>

Doha, Qatar

MEP - HVAC DESIGN DYNATECH Engineering Excellence

Software: Carrier HAP, McQuay Duct Sizer, McQuay Pipe Sizer, ASHRAE Duct Fitting Database, Excel Sheets for ESP, Pump Head Calculation

Website www.dynatechqatar.com

PRIMAVERA P6 Udemy

Website <https://www.udemy.com/>

● **LANGUAGE SKILLS**

Mother tongue(s): **HINDI**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C1	C1	C1	C1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

Outlook | Organizational and planning skills | SAP MM | Internet user | MS Office (MS Word, MS Excel, MS Powerpoint, MS Outlook, MS Dynamics 365) | Primavera (Basics)