

# MURUGAN A

## CONSTRUCTION AND ENGINEERING PROFESSIONAL

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### PROFESSIONAL SUMMARY

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Results-driven professional with extensive experience in project coordination, cost estimation, and site management. Skilled in optimizing workflows, managing cross-functional teams, and ensuring adherence to safety and quality standards. Committed to delivering efficient solutions and continuous improvement in dynamic environments. Adept at navigating complex challenges and driving projects to successful completion.

### WORK EXPERIENCE

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#### SUPERVISOR (JUN 2024 - OCT 2024)

##### DAYS OMR HOTEL

##### (ENGINEERING DEPARTMENT)

###### Supervision of Engineering Staff:

- Oversee the engineering team, including technicians and maintenance staff.
- Schedule shifts and assign tasks based on hotel needs.

###### Maintenance Management:

- Ensure routine and preventive maintenance of all hotel systems (HVAC, plumbing, electrical, etc.).
- Conduct regular inspections of the property to identify maintenance issues.

###### Repairs and Troubleshooting:

- Address and resolve technical issues related to hotel equipment and systems promptly.
- Supervise and assist with repairs to ensure compliance with safety and quality standards.

###### Compliance and Safety:

- Ensure all engineering operations comply with local state, and federal regulations.
- Promote a culture of safety by training staff on safety protocols and procedures

###### Documentation and Reporting:

- Maintain accurate records of maintenance work performed, equipment status, and compliance checks.
- Prepare reports for management regarding the engineering department's performance and any issues encountered.

###### Guest Relations:

- Address guest complaints related to engineering issues in a professional manner.
- Ensure a comfortable and safe environment for all guests.

### KEY RESPONSIBILITIES

- To attend day to day maintenance call request directly from Guest, Housekeeping, Front Office and other sources
- Prepare maintenance Requisition form for technician and distribute call accordingly
- Post daily maintenance call to System for proper records
- Review all call after completion by team member
- Daily utility Reading of Water and Electricity
- Maintain engineering tools and accessories in Safety manner
- Operating and monitor BMS System for public area and mechanical equipment like chill water pumps, FCU units, Lighting units, Heat exchanger, etc
- Coordinate with Housekeeping for Inspection of vacant room accordingly attend for any major and important work with technician in the parallel control with existing staff
- All necessary and major replacement or repair of the property system shall be recorded
- Control Mini store by receiving and issuing consumable items to team member

## **CIVIL ENGINEER (Jan 2018-Apr 2024)**

### **L & W BUILDING SOLUTIONS**

- Developed engineering plans and designs in compliance with industry standards and regulations.
- Oversaw construction activities to ensure timely and budget-compliant project completion.
- Collaborated with architects and contractors for effective communication throughout projects.
- Conducted inspections to maintain construction quality and integrity.
- Prepared budgets and cost estimates, analyzing resources and risks.
- Maintained comprehensive technical documentation, including reports and construction plans.
- Ensured adherence to local building codes and safety regulations.
- Addressed engineering challenges with innovative solutions to minimize disruptions.
- Managed timelines and schedules to ensure timely completion of milestones.
- Communicated with clients to provide updates and address concerns.
- Oversee construction activities to ensure projects are completed on time, within budget, and meet quality standards.
- Conduct regular inspections and quality assurance assessments to maintain construction quality and integrity.
- Prepare detailed budgets and cost estimates, analyzing resources, potential risks, and financial forecasts.
- Maintain comprehensive technical documentation, including reports, construction plans, and compliance records.
- Ensure all project activities adhere to local building codes, safety regulations, and environmental standards.
- Address engineering challenges with innovative solutions, minimizing disruptions and ensuring project continuity.
- Manage timelines and schedules to ensure timely completion of project milestones and deliverables.
- Maintain open lines of communication with clients to provide updates, address concerns, and ensure satisfaction.
- Coordinate project meetings with stakeholders for progress updates, issue resolution, and feedback collection.
- Conduct thorough site assessments to evaluate existing conditions and identify potential challenges prior to construction.
- Review and approve design drawings and specifications to ensure alignment with project objectives and client requirements.
- Train and mentor junior engineers and interns, fostering professional development and knowledge sharing within the team.
- Develop and implement sustainable construction practices, promoting eco-friendly materials and methods.
- Negotiate contracts and agreements with subcontractors and suppliers to secure favorable terms and pricing.
- Monitor construction progress and budget performance using key performance indicators (KPIs) to ensure accountability.
- Prepare risk management plans to proactively identify, assess, and mitigate potential issues throughout the project lifecycle.
- Effectively communicate complex engineering concepts to non-technical stakeholders through presentations and reports.
- Allocate resources efficiently, ensuring that manpower, materials, and equipment are utilized optimally.
- Provide on-site supervision to ensure construction practices align with design specifications and safety standards.
- Analyze technical problems that arise during construction and implement effective solutions.
- Manage changes to project scope, schedule, and budget, ensuring all adjustments are documented and communicated.
- Conduct compliance audits and prepare reports to ensure adherence to regulations and standards.
- Engage with the local community to address concerns related to construction activities and promote positive relationships.

### **KEYS AND RESPONSIBILITIES**

- Strong knowledge of civil engineering principles, materials, and construction methods.
- Expertise in managing projects from conception to completion, ensuring adherence to timelines and budgets.
- Familiarity with local building codes, safety regulations, and environmental standards.
- Proficient in creating detailed engineering designs and specifications using CAD and other design software.
- Ability to identify engineering challenges and develop innovative solutions to minimize disruptions.
- Strong commitment to maintaining construction quality and integrity through regular inspections and assessments.
- Excellent verbal and written communication skills for effective collaboration with clients, stakeholders, and team members.
- Experience in leading and mentoring junior engineers and interns, fostering a collaborative team environment.
- Competence in preparing budgets, cost estimates, and managing project finances.
- Ability to analyze project risks and develop proactive risk management strategies.
- Knowledge of sustainable construction practices and materials to promote eco-friendly solutions.

EDUCATION

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- **B. E (CIVIL ENGINEERING)**  
Rajas engineering College, Anna University, Vadakkankulam, May 2017
- **HIGHER SECONDARY**  
GOVERNMENT HR SEC SCHOOL , June 2013
- **X STANDARD**  
Nalandha Matriculation School, June 2011

SKILLS

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- Documentation Management
- Risk Management
- Vendor Management
- Technical Support
- Data Analysis
- Project Coordination
- Cost Estimation
- Site Management
- Team Leadership
- Cross-Disciplinary Reviews
- Communication
- Technical Knowledge: Strong understanding of building systems
- Leadership Skills: Ability to lead and motivate a team.
- Problem-Solving Skills: Quick and effective troubleshooting abilities.
- Communication Skills: Clear communication with both staff and guests.
- Project Management: Ability to manage multiple projects and priorities effectively.
- Safety Awareness: Knowledge of safety regulations and procedures.
- Technically Strong -Team Work -Problem Solving Leadership

LANGUAGES

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- Tamil           ● ● ● ● ●
- English       ● ● ● ● ●
- Hindi          ● ● ●

PERSONEL DETAILS

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- Marital Status   : Single
  - Passport         : R3071162
  - Driving License : Valid Indian Driving License
  - DOB             : 21/05/1995
  - Visa status      : Visit visa (December 2024)
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