**Hassan Ali**

RESUME

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# Objective

To seek position where I may be entitled to utilize & enhance my ability, skills & knowledge to their fullest potentials with an organization, which offer career growth and advancement. I would like to take a leading role in accomplishment of company's goals.

# Working Experience

## Hyquip Source Services pvt Fsc Project Huawei

**As Project coordinator south region (since 2019)**

***ISDP ACCOUNT HOLDER***

* Making plan on daily basis Maintain site tracker data
* Provide customer support through call
* Handle customer concerns/complaints in a courteous and professional manner and within established guidelines, escalate as necessary.
* Demonstrate strong domain knowledge and communicate accurate information to the customers.
* Coordinate and follow up on customer inquiries with relevant
* Meet all performance metrics on a regular basis.
* Maintain data confidentiality

## Information Fort LLC Data Technology Analytics (Aramex Group of Companies)

Jebel Ali, Dubai, UAE

**As Supervisor**

Electronic Record Management (ERM) Operations EDMS Department 23th Nov, 2014 to Dec 2018

**Job Description**

Handling and assisting projects such as ADCB, NBAD, Hilal Bank, Dubai Custom and many more small volumes projects (responsible for collecting, registering, storing of documents and retrieving from client).

Maintain reports on the daily basis regarding team management and production. Daily routine activities of Document Control, including distribution of documents, maintaining electronic folders and directories,.

**Effectively completed following projects**

**Currently working for Adamjee Insurance in Recovery Department and Claim (EDMS)**

Accounts department of infofort Process confidential files into E-Data) Fixed Asset management for the noble name groups in Dubai such as MetLife and Damac Properties.and UAEU University.

Rak Chamber (In Ras Al Khaima clients facility) Offshore files Dubai Petroleum (In Dubai clients facility) Offshore files JadoPado (In Dubai clients facility) Hr files

## Myson Engineering Services

Karachi, Pakistan

**As Site Engineer**

3G Mobilink Project

1st Jan, 2014 to 7th Nov, 2014

**Job Description**

VSWR checking and rectification of reflections from Connectors / jumpers/Antennas All alarm should be reported.

Checking and Clearing of alarms on Microwave links hardware/ Fuse Panel and Check and maintain ODU and IDU.

Maintenance of distribution control panel inside shelters for BTS a rooms including checking and replacement of circuit breakers, timers, re - installation of power Inspection, maintenance and repair of AC DBs/ wiring /grounding cables, properly fixed or its door lock/insulation

## Vital Tech

Karachi, Pakistan

**As BSS / MW Engineer**

1st Jun, 2013 to 29th Dec, 2013

**Job Description**

Site commissioning (BSS) via L MT and MW Links via (LCT) and problem troubleshooting.

NEC IPSO200, IPSO 400 Configurations/Commissioning.

Pre alarm, post alarm and power mapping verification from NOC.

New SDR technology based BTS (BS-8700, BS-8910), Rectifier (W301) installation and troubleshooting.

To ensure the work as per ZTE-TELENOR quality parameters. Performs ATP of sites.

Compilation of ATP Documents. Reporting to BSS Manager.

# Professional Skills

Kofax software

O’Neil

Abby Flexi capture software

Proficient in MS Office, MS-Project, MS-Publisher Good command at adobe Photoshop

Good command to operate PDT scanner Proficient in English

# Academic Qualification

**BE (Electronic Engineering) PEC# 20185**

IQRA University Defense View Campus Karachi, Pakistan. Year 2013

**H.S.C Examination (Science)**

Board of Intermediate Education Karachi, Pakistan. Year 2006

**SSC Examination (Science)**

Board of Secondary Education Karachi, Pakistan. Year 2004

# Personal Profile

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| Nationality | : | Pakistani |
| Religion | : | Islam |
| Gender | : | Male |
| Date of Birth | : | 4th January 1988 |
| Marital Status | : | Single |
| Passport # | : | GZ1797942 |
| Visa Status | : | Employment |
| References | : | Will be provided upon request |

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