

Feroz Mirza

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MECHANICAL ENGINEER with **9** years of experience in Project design, Material Procurement, QA/QC, participating & responsible in the implementation of the project contract quality program/plans. Functions on a project assignment either in a permanent or project office or at a construction or plant site. Assisting with the maintenance of quality assurance and control program that maintains and improves the quality of finished works, Support and maintain all construction specification, standard specification & project schedule policies and procedures, quality metrics, training program documentation & surveillance quality audits.

OBJECTIVE Challenging Position in a growth-oriented organization, where more than 9 years of experience is profitable.

SKILLS

- ✓ Effective Technical Skills, Ability to work under pressure
- ✓ Problem solving, Creativity, Determination & Diplomacy
- ✓ Flexibility/Adaptability Decision making
- ✓ Goal-oriented individual with strong leadership capabilities
- ✓ Excellent Communication, Organization Analytical research & time management

AREAS OF EXPERTISE

- Construction Specification	- Quality/HSE Management Procedures
- Project Execution Plan	- Lead /Surveillance Quality Audits
- Quality Coordination	- Material Specification/Procurement

EXPERIENCE Working as Spares HOD in (**Mahindra & Mahindra Pvt Ltd, India**)
07/20-Present Mahindra India.

Job Responsibilities:

- ✓ As a Spares Manager, managed and defined the set of applicable procedures forms, with respect to the different vehicle spare parts and assigning the alpha numeric numbers for easy identification.
- ✓ Placing order to the concerned / main manufacturing units / plants and Coordination with Zonal Parts Coordinator over the spare parts issue.
- ✓ Updating the dealer management system (DMS) on daily basis as and when material received from the manufacturing units.
- ✓ Liquidating the Nonmoving spare parts in Coordination with ZPC and as when required their by minimizing the inventory and blockage of cash flow.
- ✓ Coordinating with four (4) inter branches their parts requirements and also reviewing the schedule.
- ✓ Monitoring and tracing the spare parts order placed and In-transit parts.
- ✓ Checking and verifying of required material with other Co dealer of the company in case of urgent / nonstock items. To line up with other Co dealer company in case of availability with them.
- ✓ Create and place direct order's Purchase requisition in case of non-stock items.
- ✓ Provide the technical advice / inputs and guidance on related materials' issues
- ✓ Updating the material description in accordance with dealer management system Whenever it's required and ensures traceability and purchase.
- ✓ Conducting Internal Audit on quarterly basis, and second quarter with third party agency.
- ✓ Close follow up through PR / PO process with Inventory, Procurement and expediting team to ensure the material delivery with respect to the contracts' lead times.
- ✓ Provide support and initiate the petty cash request for urgently required small value material for non-stock one time purchase

EXPERIENCE
07/19-09/19

Worked as **Asst.Mech. QA/QC MANAGER** in **Gulf Resources Projects Co.** Yanbu, Reinstatement of Polypropylene Plant, Contractor – **Tecnimont Arabia**, Client –**NATPET**

Job Responsibilities:

- ✓ Preparation & Implementation of Project Quality Delivery Plan (overall integration of all project quality related processes (i.e. technical quality assurance, construction quality, fabrication quality, ITPs, inspection, lessons learned, quality incident reporting & alerts, etc.)
- ✓ Responsible for quality processes and practices (global processes and best practices). This includes guidance in the implementation of the requirements defined within our CLIENT design, procurement, construction & quality engineering practices.
- ✓ Provision of QA/QC training (for quality people as well as project managers and project engineers)
- ✓ Providing quality input to project plans, risk register, and technical specifications
- ✓ Supporting in development and implementation of Project Quality Plans (PQP), Lessons Learned and Flawless Project Delivery.
- ✓ Collation of lessons learned/quality alerts and dissemination into the quality networks and project communities.
- ✓ Raising observations / Internal NCR to concerned engineers for carried any activity against the contract specifications, project quality plan approved shop drawing.
- ✓ Preparation of Quality Monthly & Daily reports to Project / Quality Manager

EXPERIENCE
01/18-01/19

Worked as **Mech. QAQC Engineer** in **Arabian Construction Co.** Abu Dhabi, UAE **Baraka Nuclear Power Plant**, and Client – **Emirates Nuclear Energy Corporation.**

Job Responsibilities:

- ✓ Preparation & Implementation of Project Quality Delivery Plan (overall integration of all project quality related processes (i.e. technical quality assurance, construction quality, fabrication quality, ITPs, inspection, lessons learned, quality incident reporting & alerts, etc.)
- ✓ Responsible for quality processes and practices (global processes and best practices). This includes guidance in the implementation of the requirements defined within our CLIENT quality engineering practices.
- ✓ Provision of QA/QC training (for quality people as well as project managers and project engineers)
- ✓ Providing quality input to project plans, risk register, and technical specifications
- ✓ Supporting in development and implementation of Project Quality Plans (PQP), Lessons Learned and Flawless Project Delivery.
- ✓ Raising observations / Internal NCR to concerned engineers for carried any activity against the contract specifications, project quality plan approved shop drawing.
- ✓ Preparation of Quality Monthly & Daily reports to Project / Quality Manager
- ✓ Preparation of project QA/QC Close –out documentation for handing over the project and obtained approved prior to TOC.

EXPERIENCE
07/16-12/17

Worked as **Mech. QAQC Engineer** in **Al Rashid Trading & Contracting Co.**, Riyadh, Al Mutrafiah Infrastructure & Housing Project, Client – **SABIC**,

Job Responsibilities:

- ✓ Preparation & Implementation of Project Quality Delivery Plan (overall integration of all project quality related processes (i.e. technical quality assurance, construction quality, fabrication quality, ITPs, inspection, lessons learned, quality incident reporting & alerts, etc.)
- ✓ Responsible for quality processes and practices (global processes and best practices). This includes guidance in the implementation of the requirements defined within our CLIENT quality engineering practices.
- ✓ Provision of QA/QC training (for quality people as well as project managers and project engineers)
- ✓ Providing quality input to project plans, risk register, and technical specifications
- ✓ Supporting in development and implementation of Project Quality Plans (PQP), Lessons Learned and Flawless Project Delivery.
- ✓ Collation of lessons learned/quality alerts and dissemination into the quality networks and project communities.
- ✓ Developing and implementation of audit and review program (this includes vendor, construction / module fabricator assessments) including execution and monitoring the close out of audit findings.

EXPERIENCE
07/16-12/17

Worked as **Mech. Quality Controller** in **M/s. Al Qaryan Group, Dammam - KSA**
Project – KJO Secondary School Utilities, and Client – **KJO-AGOC.**

Job Responsibilities:

- ✓ Responsible for Quality Assurance & Control functions on the assigned project/company.
- ✓ Determining, negotiating and agreeing on in-house quality procedures, standards and specifications.
- ✓ Responsible for performing Internal Quality Assurance Audits of the operational process to ensure compliance with processes, policies, procedures and quality standards.
- ✓ Implementing principles of performance evaluation and prediction methods are used to improve systems safety, reliability, and maintainability.
- ✓ Working with operational staffs to establish procedures, standards, systems and procedures. determining training needs.
- ✓ Arranging and performing activities related to quality checking of product, material incoming quality, production and testing process.
- ✓ Acting as a catalyst for change and improvement in performance and quality.
- ✓ Responsibility on process development, procedures, templates and working instructions related Incoming quality and supplier quality.
- ✓ Generating inspection reports stating the conditions of a work area to ensure requirements are met.
- ✓ Assisting with regular audits and surveillance to ensure proper compliance with procedure
- ✓ Assessing customer requirements and ensuring that these are met.
- ✓ Recording, analyzing and distributing statistical information regarding quality standards.

EXPERIENCE
01/13-01/16

Worked as **Mechanical Engineer** in **Yennai Hydrocarbon Services Pvt Ltd Ind**
Project – Surface Oil & Gas Well Testing, **CAIRN ENERGY**

Job Responsibilities:

- ✓ Operated and Tested Surface Oil and Gas Well. Accurate gathering of well data Works closely with related services.
- ✓ Assist in rig-up, start-up, and execution of the individual tasks as assigned by the shift Engineer, Post job maintenance of equipment, and work with the shift Engineer to optimize the utilization of Ensign's flow back/testing assets and ensure customer service requirements are met.
- ✓ Actively participate in management led activities to improve safety and overall service delivery and leading by example to champion the "Driving to Zero" initiative.

EXPERIENCE
12/11-11/12

Worked as **Mech. QAQC Inspector** in **ELIXIR ENGG Pvt Ltd Ind**

Job Responsibilities:

- ✓ Inspected and complied welding as per NDT Level II standards. Conduct tests to ensure quality or detect discontinuities (defects) using NDT methods of inspection
- ✓ Perform all kinds of site Inspections, Follow-up of activities and Approval to ensure the progress, Q.C, Safety and other services coordination and to produce daily progress report to the Project Manager
- ✓ Giving clearance for hydro test after completion the final visual and dimensional inspection. Coordinating with the QA/QC Manager, Project Manager

**EDUCATION
& TRAINING**

- Bachelor of Mech. Engineering from KBN College of Engineering (2010)
- **CQI** Lead QMS Auditor (ISO 9001:2015)
- **SABIC** Approved Mechanical QC Engineer
- Certified NDT Level II Inspector (UT, MT, RT & PT)
- Certified Mechanical Engineer from Saudi Council of Engineers. (SEC)
- Microsoft Office 2000-2013 Professional