



Rkan Alenazi

To get my chance to grow and succeed in electrical engineering field in a position that utilizes my abilities and I have a lot of ideas about productivity and I wish to have the opportunity to apply it.



TABUK , SAUDI ARABIA



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SKILLS

- Microsoft Office
- Can grasp new things quickly.
- Ambition with excellent positive attitude
- Understand Drawings & Data quickly
- Hard working and self-motivated.
- Maintaining good relation with colleagues
- Work With Team
- Work Under The Pressure

LANGUAGES

ENGLISH

ARABIC

HOBBIES

- Internet
- Reading
- Travel
- Sport

WORK EXPERIENCES

Period: MAY 15TH 2017 to till date

Company: El Seif Engineering & Contracting Company (ESEC)

Project: KAP2B (King Abdullah Projects) – Tabuk

Client: Ministry of Interior (MOI)

Position: Q/A Engineer- Electrical

EDUCATION

▪ UNIVERSITY OF Fahad Bin Sultan

BE (BACHELOR OF ENGINEERING) 2015 - 2016

Majors: Electrical Engineering

University: Fahad Bin Sultan University Tabuk, Saudi Arabia

COURSES

- Occupational Safety And Health Specialist (OSHAcademy)
- ISO 9001-2015 Quality Management System Lead Auditor
- Engineering Quality Management
- Project Management Professional (PMP)
- Project Management By Primavera (P6)
- Project Management: Introduction
- Personal Patterns In The Work Environment Through The Theory Of DISC
- Introduction To Human Resources Functions
- International English Language Testing System (IELTS) Overview
- How To Pass a Job Interview
- Building a Successful Business Model Canvas
- Stress Management
- Fundamentals Of Management
- Basic Work Skills-1
- Communication and self-marketing skills
- Preview and evaluation of buildings
- Project management
- Preparation and processing specifications
- Modern engineering concepts

BRIEF JOB DESCRIPTION

- To conduct internal inspections of all Electrical installations and works prior to the actual inspection, to avoid any Non Conformity Reports (NCR) or Site Instruction (SI) or Rejections.
- To conduct inspection along with the consultant.
- To make sure that, inspections are approved and to avoid the rejections as much as possible.
- To make sure that the approval rate of IRs are within our company policy.
- Assessment of non-compliances and to issue NCR or SON as required.
- To control the quality part of all electrical works & installations.
- Preparation of Inspection Requests (IR) for Electrical related work based on approved Shop Drawings, project specifications, I.T.P and Inspection checklist.
- Preparation of Material Inspection Requests (MIR) for Received materials based on approved Material Submittal, contract, specifications and all applicable standards.
- Raise Request for information (RFI) for anonymous data in the design drawing.
- Maintaining records of all quality related documents & to ensures proper data is entered in system & document controller
- Periodic / regular surveillance to ensure the quality of work & materials are as per standards and Specification.
- Coordination of Electrical Installation with all related activities like Mechanical, Civil & Architecture
- Prepare weekly & monthly reports and submitting to QAQC Engineer.