

# Jawad Alsaifi

📍 Khobar, Saudi Arabia.  
☎ +966 55 841 0920  
✉ [Jawadalsai@gmail.com](mailto:Jawadalsai@gmail.com)



## Objective

To offer your company a professional mix of abilities, talents, and enthusiasm. The dedication, experience and skills are not the only thing I can bring to your business; I am goal oriented, driven and not afraid of hard work, qualifications vital to anyone who will be productive staff member for your company, as I would like to be.

## Education

- Bachelor's degree in **Electrical Engineering** from Hashemite University. Jordan 2017

## Experience (5 years)

### • Maintenance Supervisor

Schindler - [Khobar, Saudi Arabia](#) May, 2019 – Till Now



Duties & Responsibilities:

- Manage repair and modernization work in area of responsibility within framework of financial budget.
- Auditing and implementing ISO standards of HSE & quality management systems. (ISO 45001 / ISO 14001 / ISO 9001)
- Leading, monitoring, and direct scheduling of all field employees and subcontractors to ensure staff adheres to company policies, standards, and procedures.
- Create, submit and follow up all repair quotations and modernization offers to achieve the sales target.
- Focus on customer satisfaction and build sustainable relationships of trust.
- Familiar of local laws and regulations of Aramco, Sabc, Royal Com., Chemical Plant, Government and Civil Defense.
- Provide technical support, training, and constructive feedback to promote employee development.

### • Maintenance Technician Level 2 - responsible for VIP customers.

Schindler - [Jeddah, Saudi Arabia](#) Oct, 2017 – May,2019

Duties & Responsibilities:

- Quality control and quality testing with preventive maintenance.
- Troubleshooting complex breakdowns, both electrical & mechanical, of elevators and escalators.
- Carrying out all jobs in a safe and thoughtful manner.
- Project planning and developing schematics with excellent understanding of electrical drawings and designs.

### • Sales Engineer

Ideal Communication System - [Amman, Jordan](#) Feb, 2017 – June,2017

- Liaising with both current and potential clients to develop existing and new business opportunities.
- Prepare and deliver technical presentations explaining products to existing and prospective customers

### • Production Trainee

Smart Veggie Food Factory - [New York City, USA](#) June, 2016 – Sep, 2016

- Handling of production planning & control procedures with their implementations.
- Organize and attend marketing activities & events to raise brand awareness.



## Courses & Achievements

- Schindler Middle East & North Africa **Front Line Leadership** Academy. UAE 2020-2021
  - Leadership Insights on Leading a Customer-Centric Culture.
  - Planning an Effective Performance Appraisal.
  - Designing a Customer Service Strategy.
  - Time Management for Supervisors.
  - Customer Excellence.
  - Safety Leadership.
  - Hazard Identification & Risk Assessment.
  - Fatality Prevention Strategy Safety Stations.
  - SAFE Auditor Certification, Final Validation Checklist.
  - Critical Competitor Contacts.
  - Schindler Data Protection.
  - Ready for Digitalization.
  - Developing People.
- Schindler Middle East & North Africa Safety 'Speak Up' Program. UAE 2021
- Creating a Plan for Performance Management UAE 2020
- Safety Award. KSA 2019
- Employee of the Quarter. KSA 2018
- 3300 Bionic Control & Drive KSA 2018
- Renewable Energy and Electrical Power. IEEE, Jordan 2014

## Skills

- Multi-task and team player.
- Punctuality and work hard under pressure.
- Strong interpersonal and communication skills.
- Quick and continuous learner with strong analytical skills.

## Computer Skills

- SAP.
- AutoCAD.
- Microsoft office software (Word, Excel, and PowerPoint).
- Photovoltaic software (PVsyst).

## Languages

- Arabic (native)
- English (fluent)

## References

References, certificates & letters of recommendation are available on request.