



Shyam K

FM Engineer/Coordinator

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Contact

- 📅 Date of birth 05/05/1987
- 🇮🇳 Indian
- 🇦🇪 Dubai licence
- 👪 Married

Under Employment visa to join immediately.

Education

Bsc Electronics & Instrumentation [MG University](#) Kerala,India
From March 2004 to May 2007

MBA (Marketing & HR) [MG University](#) Kerala,India.
From March 2008 to April 2010

Work experience

FM Coordinator [Yasin Khamis Technical Services](#) Dubai-UAE
Since June 2021

Arrange for regular maintenance of equipment and general systems.
Regularly check with building to identify needs for repair and renovations.
Co ordinate with maintenance team.
Allocating maintenance task to technicians.
Quickly respond and attend maintenance tasks.
Site Inspection Cost Estimation for the project(preparing quotations, sealed tenders, negotiation)
Coordinating with material purchase as per budget.
Coordinating with subcontractors/ vendors.
Site coordination Site Execution and Technical meeting with clients.
Maintain good relation with tenants.
Making budgeting and forecasting.
Timely reporting to Facility Engineer/Facility Manager

Project Coordinator [Mohammed Al Hamadi Technical Service LLC](#)
Dubai

From October 2016 to February 2020

Clients deal with: Real Estate, Facility Mgmt. and Contracting Sector.

Activities includes: -Civil, Carpentry, Glass & Aluminum, Garbage chute system projects and maintenance ,Building automation.
Site Survey, estimation, preparing quotations and execution.
Co ordinate wit site operations.
Material purchase co ordination, negotiation.
Co ordinate with suppliers/sub contractors.
Maintain updated records of purchased products, delivery information and invoices
Coordinate with technicians and transportation.
Timely report to maintenance manager.

Skills

Problem solving and negotiation.

Team play.
Project management.
Critical thinking.
Analytical skills.

Leadership and motivation skills

Languages

English

Hindi

Malayalam

Tamil

Assets

Team Work

Self Confidence

Computer skills

MS Office

Hardware and Networking

Tally

Interests

Sports

Reading

Work experience

Business Development Executive [CPS Global General Trading](#).
Dubai

From April 2013 to June 2016

Market Visits well planned and appointed for **Personal,Road safety and Building Materials&Building Material Trading**.

Market Evaluation.

Co ordinate with Procurement team and HSE manager for safety requirements.

Dealing with building contractors, Real estate and Facility management.