



Saif Ullah

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Current Location: Asc colony, Nowshera

CAREER OBJECTIVE

To pursue my career with some significant contribution in various organizations by employing the best of my potentials and my expertise. Besides, capacity to undertake, urge to deliver, competence to accomplish and adherence to objectives are the virtues I always aspire. Experience and knowledgeable electrician with more than **8 years of experience** in the field seeks a position with a busy contractor or top electrical or construction firm in need of hard worker with solid technical skills.

WORK EXPERIENCE

Computer Research (Pvt) Ltd.

Technical support officer / vendor.

- Troubleshooting: Identifying and resolving technical issues.
- Assisting and resolving technical problems via phone, email or chat.
- Hardware and software installation in computers.
- System Maintenance such as updating software and ensuring system security.
- Network Support: Assisting with network related issues, including setting up and troubleshooting network connections, routers and switches.
- Remote access support.
- Hardware repair.
- Collaborating with other technical support team members to diagnose and resolve complex technical problems.
- Performance monitoring of their systems.
- Data backup and recovery.

Saif Ullah Electronics

Jan 2014 — Present

Facilities **Electrician** / Business Owner

- Maintained all equipment and systems safely throughout the facilities.
Handling, maintaining and repairing of **APC UPS** and its system.
- Handles field servicing job for **UPS** and other electrical equipment.
- Handles customer problem **24/7** support for critical equipment service.
- Active in performing preventive maintenance of **UPS** products.
- Inspects equipment, including **subassemblies, wiring harness, cables and all other major components.**
- Responds quickly to customer problem related to **aircon units.**
- Distinguish of alarm status of **circuits.**
- Perform start-up installation and commissioning of **UPS product** for single phase and three phase system.
- Handles preventive maintenance of **batteries and UPS equipment.**
- Ensure test operational of the system, including **unit transfer and battery discharge.**
- Contributes on **repair and troubleshooting of defective UPS unit.**
- Formulates corrective action on defective units.

Solar Technician / Business Owner

- Assisted in the **installation of solar systems**.
- Solar Energy International multiple system installs **3kw, 5kw, 12kw**.
- Returned in spring for battery backed off grid system course.
- Installed Enphase envoy to monitor productivity of solar system.
- Troubleshoot solar systems when not producing properly.
- Replaced micro inverters and or modules if needed.
- Wiring solar panel units, constructing in portrait or landscape, setting up inverters to finish up the project.
- Assessed the environment, and detect and mitigate any hazards associated with installation.

The Cantt Model School**2018 — 2019****Computer Operator**

- Remarkable experience in **data entry (alpha and numeric)**
- Proficient in **Microsoft Office** products (**Word Excel Access and Outlook**), 10-key and **Alphanumeric typing**.
- In-depth knowledge of entering data fields into computers in **Windows**.
- Posses typing Speed **15-20 words per minute**
- Remarkable skill in **coding information** into proper form for entry.
- Excellent data entry skills
- Strong **clerical** and **administrative skills**
- Ability to process high volume of data on-line accurately.
- Profound ability to **work independently**

EDUCATION**Electrical Diploma****2013 — 2014**

FWO Technical Training Institute, Risalpur

Matriculation**2012 — 2013**

Muslim Degree School & College, Nowshera

**ADDITIONAL
SKILLS**

- Computer aided design (AutoCAD, Revit, energy modelling program)
- Web designing (coding, HTML, CSS).
- M.S Office.
- Circuit design
- Electronic equipment maintenance and installation.
- Project Management.
- Software and windows installation.
- Hardware.

**PERSONAL
DETAILS**

- **Father's name:** M. Tanveer
- **Date of Birth:** 03/04/1995
- **Languages Known:** English, Urdu, Pashto, and Hindko.
- **Marital Status:** Married
- **Nationality:** Pakistani
- **Height:** 5'.10"

HOBBIES

- Reading.
- Travelling.
- Gardening.

REFERENCES

- Socializing with new people.

References available upon request.

