

PERSONAL INFORMATION



Muhammad Amir Hamza

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PEC CARD NO: 35990

JOB APPLIED: Mechanical Engineer

WORK EXPERIENCE

March 2018 – March 2023 **Technical Supervisor**

Sep 2023 – Present

W&S PDA, Peshawar (Pakistan)

Responsibilities:

- In-charge of all maintenance activities related to tube wells, ensuring their efficient and smooth operation.
- Handled related bills and conducted monthly meeting with the contractors/suppliers.
- Managed office administration tasks, including preparing documents for tendering, BOQ, and Technical sanction.
- Handled procurement activities for tube well projects, including sourcing and evaluating suppliers, and ensuring timely delivery of materials and equipment

July 2017–December 2017 **Trainee Engineer**

Meca-Tech (Pvt) Limited company in Lady Reading Hospital, Peshawar (Pakistan)

Responsibilities:

- Worked as a Trainee engineer involved in the Installation and Execution of HVAC system.
- Supervised staff according to the drawing plan from senior engineers.
- Conducted site work check and measurement with the consultant and finalized bill.

July 2016–August 2016 **Internee**

Khyber Teaching Hospital, Peshawar (Pakistan)

EDUCATION AND TRAINING

October 2019– February 2023 **Masters in Mechanical Engineering**

University of Engineering & Technology (UET), Peshawar (Pakistan)

CGPA: 3.67 (1st Division)

September 2013–June 2017 **Bachelor's in Mechanical Engineering**

Cecos university of IT and Emerging Sciences, Peshawar (Pakistan)

CGPA: 3.4 (1st Division)

September 2011–July 2013 **HSSC / Intermediate**

Islamia College Peshawar, Peshawar (Pakistan)

Field of Study: Pre -Engineering

Marks: 820 / 1100 Grade: A

June 2011 **SSC / Matriculation**

Forward Model School, Peshawar (Pakistan)

Marks: 888 / 1050 Grade: A+

PERSONAL SKILLS

Languages	Urdu, English, Pushto.
Job-related skills	MS Word MS PowerPoint MS Excel Office Administration Multi-Tasker Presentation skills

ADDITIONAL INFORMATION

Final Year Projects	1) Smart Braking System for Manual Automobiles. 2) Development of personalized cooling system using organic and inorganic PCMs.
Social Activities and Volunteer Work	1) Director Sports in the Techno Carnival 2k17 which was organized by ASHRAE & ASME, Liaison Head in the CEMECK 2k16 which was organized by ASME. 2) Runner up in the GIKI event " 17 All Pakistan GIKI Science Fair " which was held in 2016.
Honors & Awards	Got 2nd Position in (Open House) Project Exhibition which was held in 2017 in CECOS University.
Certification	1) Promotion of Renewable Energy & Energy Efficiency Concepts in Cities & Industry Organized by German Cooperation (Giz) & NEECA, Venue Best Western Hotel, Peshawar. Dated 15 Oct, 2023. 2) Energy Monitoring of Tube Wells Workshop organized by German Cooperation (Giz) & NEECA, Venue Serene Hotel, Peshawar. Dated 09 -10 June, 2023. 3) Energy Efficiency through digitization organized by CISNR UET Peshawar, Venue Conference room CISNR, Peshawar. Dated 17 May, 2023. 4) Energy Efficiency Measures in water pumps organized by German Cooperation (Giz) & NEECA, Venue KSB pumps Hasanabdal, Peshawar. Dated 07 December, 2022.