

ENGR. FAIZA ALI

Profession: Operations and Project Management

Professional Headline:

Project Manager, Head of Operations, Supply Chain and Logistics Manager, Human Resource Management, Administration, Planning management, Electrical engineering

Professional Summary:

A highly qualified and experienced professional and electrical engineer, currently completing MS in Project Management. I always look for ways to engage employees and make the workplace more effective and efficient including the implementation of 5s Methodology. I possess excellent leadership skills, social skills, and emotional intelligence to manage the operations and to boost the morale of employees. I am experienced in managing strategic partnerships with suppliers, key customers, finances, supply chain management, workflow, and staffing. My goal is to be an excellent team player where my efforts reflect the visible value addition in any organization.

Professional Skills:

Project Management

- ◆ Project Risk Management
- ◆ Project Human Resource and Communication Management
- ◆ Project Cost and Finance Management
- ◆ Project Procurement
- ◆ Project Management Office
- ◆ Project Monitoring, Evaluation and Control
- ◆ Project Quality Management
- ◆ Project Scheduling and Time Management
- ◆ Agile Methodologies
- ◆ Oracle Primavera

Supply Chain Management

◆ Procurement

- ◆ Procurement planning to meet business targets
- ◆ Sourcing products and services for company
- ◆ Negotiation of contracts
- ◆ Supplier Relations management / strategic partnership

◆ Logistics and Deliveries

- ◆ Inventory - Storage management
- ◆ Movements, distribution, deliveries, and transport management

Electrical Engineering

- ◆ Design and development of electrical systems
- ◆ Panels designing and manufacturing
- ◆ Life Cycle of Manufacturing of transformers
- ◆ Equipment maintenance planning

Operations Management

- ◆ Designing and implementation of long-term strategies in line with organizational visions
- ◆ Effective Customer / Supplier Relations
- ◆ Management and improvement processes
- ◆ Implementation of organizations policies and procedures
- ◆ Oversee of Admin and finance operations
- ◆ Improvement of cash flows with effective planning
- ◆ Business process redesign (BPR)
- ◆ Reconfigurable manufacturing systems
- ◆ Implementation of 5S and Lean manufacturing methodologies
- ◆ Strategic Management and rapid decision making
- ◆ Qualitative and quantitative forecasting
- ◆ Effective People - Team management

Strategic Human Resource Management

- ◆ Assess current HR capacity.
- ◆ Forecast HR requirements.
- ◆ Develop talent strategies.
- ◆ Review and evaluate.
- ◆ Training and Development
- ◆ Policies and Procedures

Others

- ◆ Sales and Marketing Management
 - ◆ Distribution Management
 - ◆ Administration
 - ◆ Technical Support
- ◆ Presentations and handling large audience

▣ How may I serve best in your success? Contact me to discuss your business goals.

CURRICULUM VITAE

Engr. Faiza Ali

Objective

A challenging position that will utilize my experience and education with a potential to rise to the highest level of project and operations management and help the productivity and profitability of the organization.

Education/Qualification

Education (Academic)

Post-Graduation

MS in Project Management - (Gold Medalist)

From: Bahria University, Karachi

Year: 2023



Bahria University
Discovering Knowledge



Graduation

BS in Electrical Engineering

From: Punjab University, Lahore

Year: 2011

Professional Trainings

- Worked as an internee for 6 weeks in Pak Elektron Limited, Lahore
- Training on GSM-BSS for 50 hours by ZTE University, Pakistan
- One Day Short course having one credit point on Safety Management by Pakistan Engineering Council.
- Two-days short course on ISO 17025:2005 by Pakistan Engineering council, Pakistan.

Experience

Current Work Experience

- Working at Transfopower Industries Pvt. Ltd. as a Head of Operations.
 - Responsible to oversee overall Sales, Operations and Supply chain to strategically align them with organizational vision in the Sindh province
- Roles and Designations
 - **Head of Operations** June 2020 – Present
 - **Senior Manager Sales and Operations** January 2020 – June 2020
 - **Manager Business Development** January 2016 – December 2019
 - **Assistant Manager Sales and Marketing** May 2014 – January 2016
 - **Executive Engineer** April 2012 – April 2014



Major Projects

- Design & supply of 40 units of 500 KVA Transformers Coupled with LUCY RMU (Based in Dubai) in DHA City, Karachi.
- Installation of 11 Transformers of 2500 - 3000 KVA for Gul Ahmed Textile Mills Limited
- Installation of 21 Pad Mounted Transformers of 200 KVA for Green Line BRTS Project, Karachi
- Installation of 27 Auxiliary Transformers of 500 KVA for Siemens Pakistan Engineering Co. Ltd.
- Installation of 1500 KVA KIOSK type substation for Karachi Atomic Nuclear Power Plant (KANUPP).

Key Responsibilities:

- Sales & Marketing of Distribution Transformers(10 KVA to 25000KVA)
- Planning and Managing Sales Forecast, Sales Targets & Product Portfolio.
- Learned marketing tactics for identifying various projects & opportunities.
- Establishing close contact with project players / key decision makers.
- Pre-qualification of products with Clients / Consultants.
- Provide solutions to the Customers.
- Acquiring RFQs / tender documents.
- Solving pre-tender clarifications / queries.
- Making sure that technical and commercial proposal should reach the customer in time.
- Strong follow-up & negotiations with the client.
- Good knowledge of transformer design, production and testing.
- Good experience of in house co-ordination from negotiation of order till dispatch of equipment.
- Participation in Website Development, Event Management of industry.
- Participation in KESC record Business for year 2013-2014
- Served as Head of operations for growth & profitability of the organization.
- Performed Efficiently for Expense control, Staff management & Department supervision.
- Leading and supervising the Sales Team to manage all the processes of Inquiry to Order and Order to Remittance stages.
- Supply chain management in medium voltage switchgear equipments including release of purchase order for local & international vendors.
- Presentation of monthly project status and progress reports to Board of Directors to support business directives.
- Responsible for delivering the asset management project within agreed Schedule.

To work with internal stakeholders to promote quality standards and develop quality initiatives to develop a culture of quality.

Return completed Project Review at the completion of every job.

Past Work Experience

- Worked at **Pakistan Telecommunications Limited (PTCL)** as a **Broadband Supervisor** from March 2011 to March 2012
 - Modem & Router Configuration
 - Handling Complaints Management System
 - Management of Callout department
 - Quality Control Management



Personal Profile

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|---------------|---|-------------------------|
| Father's Name | : | Ahmad Ali |
| Date of Birth | : | 22-November-1988 |
| N.I.C. No. | : | 33201-8123939-4 |
| Cell No | : | +92-345-4555943 |
| E-mail | : | faiza.ali.app@gmail.com |
| Resident | : | Karachi, Pakistan |