

MOHAMMADBILAL SABBIRHUSEN SHAIKH

MECHANICAL ENGINEER –MAINTENANCE & PLANNING



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Professional Profile

As a seasoned Mechanical Engineer, I bring a wealth of expertise with 09 years of hands-on experience in Mechanical Maintenance and Planning Engineering. My background is rich with proficiency in orchestrating maintenance activities and shutdown tasks within the demanding sectors of oil and gas refineries, petrochemical, fertilizer plants, and power generation.

I am adept at crafting and executing both preventive and corrective maintenance strategies, adeptly managing turnaround schedules, and ensuring optimal resource utilization to enhance equipment reliability and minimize operational downtime. My technical acumen is underscored by my proficiency in industry-standard tools such as Primavera P6, MS Office, and SAP PM, in developing work breakdown structures (WBS), applying the critical path method (CPM), and executing resource leveling to ensure project success. My experience extends to the meticulous preparation of job plans, scopes of work, work packs, as well as the diligent tracking of progress reports, conducting risk assessments, and monitoring KPIs.

I am deeply committed to ensuring that maintenance planning is seamlessly integrated with production goals, adhering to the highest safety standards, and embracing operational best practices to drive success and efficiency.



Education

Jun 2014 – Bachelor of Engineering (Mechanical)

Jun 2017 GUJARAT TECHNOLOGICAL UNIVERSITY - GUJARAT
GPA/CGPA 7.95



Certification

1. Oracle Primavera- P6
2. MS- Project- Foundation
3. MS Office - Word, Excel, PowerPoint.
4. IOSH (Managing Safely)
5. Autocad-2D & 3D



Work Experience

Jan 2025 - Planning Engineer Mechanical

Current RAY INTERNATIONAL (OQEP) Oman

Roles And Responsibilities :

- Develop and uphold comprehensive maintenance strategies, encompassing preventive, predictive, and corrective plans.
- Craft meticulous project and maintenance timelines utilizing Primavera P6, MS Project.
- Facilitate coordination among operations, engineering, and maintenance for daily and shutdown task planning.
- Design Work Breakdown Structures (WBS) and implement Critical Path Method (CPM) for optimized scheduling.
- Assemble job packages detailing work scope, required materials, tools, labor, equipment, and safety protocols.
- Calculate job duration and resource requisites, including man-hours and equipment.
- Pre-work availability of necessary materials and spare parts.
- Monitor maintenance and project progress, providing regular updates and performance reports to stakeholders.
- Generate and analyze KPIs, backlog, and resource utilization reports on a daily, weekly, and monthly basis.
- Spearhead shutdown and turnaround planning, ensuring efficient execution and risk management.
- Oversee contractor and resource mobilization/demobilization for shutdowns.
- Utilize equipment performance data and maintenance records to refine maintenance approaches.
- Maintain precise planning records, technical schematics, and equipment histories, ensuring safety and compliance.
- Collaborate with HSE, QA/QC, and procurement to ensure seamless operations.
- Engage with multiple departments to align on job priorities and ensure effective daily planning meetings.
- Update and manage project schedules with tools like Primavera P6 and MS Project.
- Establish detailed project timelines, identifying critical paths and milestones for on-time completion.
- Track project progress, providing variance analysis and forecasting to maintain schedule integrity.
- Deliver comprehensive progress reports, including planned vs. actual comparisons, delay impacts, and productivity metrics.
- Create visual progress tracking tools, such as dashboards, histograms, and S-curves.
- Integrate resource planning into schedules, ensuring efficient manpower and equipment allocation.
- Link scheduling activities with cost codes for effective Earned Value Management (EVM).
- Assist to Lead Planning Engineer in claims preparation and Extension of Time (EOT) submissions with thorough delay analysis.
- Knowledge in SAP PM for comprehensive work planning and execution.
- Manage maintenance orders in SAP, overseeing preventive, corrective, and shutdown activities.
- Analyze equipment history and maintenance KPIs within SAP for informed decision-making.
- Complete technical closure of work orders in SAP, documenting execution details and time confirmations.

Jun 2023 – Maintenance Planner

Dec 2024 *DEEP INDUSTRIES LTD, Ahmedabad, India*

Roles And Responsibilities :

- Analyze and process incoming work requests from operations and maintenance personnel.
- Conduct on-site assessments to confirm requirements and establish precise project scopes.
- Develop comprehensive job plans, detailing procedures, safety protocols, tools, diagrams, materials, and labor estimates.
- Optimize and manage weekly and daily maintenance schedules, integrating preventive, corrective, and project tasks.
- Collaborate with Operation, engineering, contractor, and maintenance teams to reduce operational downtime.
- Serve as an emergency maintenance contact during off-hours, including nights and weekends.
- Calculate job-specific labor hours, materials, services, and parts requirements.
- Initiate purchase orders, oversee inventory, and manage parts procurement.
- Compile and update preventive maintenance parts lists, monitoring spare part consumption.

- Ensure compliance with safety permits, LOTO procedures, confined-space regulations, and company safety guidelines.
- Corporate health, safety, and environmental standards adherence.
- Monitor and evaluate KPIs, including schedule adherence, downtime, and cost accuracy.
- Arrange planning and scheduling meetings to discuss performance and resolve workflow constraints.
- Assist in RCA to identify issues and suggest reliability enhancements.
- Maintain records in SAP PM.
- Update and manage standardized job libraries and equipment master databases.
- Produce maintenance reports, including weekly schedules, spare part usage.
- Plan and oversee plant shutdowns, aligning maintenance tasks, resources, and safety measures.
- Develop and execute maintenance strategies and procedures for industrial equipment.
- Analyze equipment failure data to identify patterns and formulate preventive maintenance plans.
- Manage the work order system to ensure prompt completion and accurate documentation of maintenance activities.
- Supervise spare parts and maintenance supply inventory, optimizing stock levels for efficiency.
- Employ maintenance management software to track performance metrics and enhance operational efficiency.
- Prepare and manage maintenance focusing on cost reduction while ensuring equipment reliability.

Feb 2019 - Mechanical Maintenance Engineer

Apr 2023 *EXPERTISE COMPANY, Saudi Arabia*

Roles And Responsibilities :

- Oversee and conduct daily maintenance of operational equipment, ensuring uninterrupted plant processes.
- Maintain optimal performance of machinery such as pumps, compressors, heat exchangers, and valves.
- Provide rapid response to equipment malfunctions, ensuring swift resolution and minimal operational impact.
- Coordinate prompt corrective measures to reduce downtime and prevent production losses.
- Execute maintenance tasks in compliance with HSSE standards, including hot/cold work permits and confined space entries.
- Adhere strictly to plant safety and isolation protocols during maintenance procedures.
- Collaborate with control room and operations teams to synchronize maintenance activities with ongoing operations.
- Schedule maintenance activities in accordance with process demands and operational readiness.
- Utilize Condition Monitoring and Predictive Maintenance techniques, including vibration and oil analysis, to preempt equipment failures.
- Develop Job Safety Analyses (JSA) And MOS for all maintenance tasks within operational areas.
- Identify and mitigate risks associated with maintenance on active systems.
- Lead technicians and contractors in safely executing mechanical work in hazardous zones, ensuring compliance with safety standards.
- Enforce the use of appropriate PPE, tools, and adherence to approved method statements.
- Perform minor modifications and emergency repairs, such as flange management, under operational conditions.
- Manage the inventory of essential spare parts and tools to prevent job delays.
- Maintain accurate records of maintenance activities, including completion reports and daily logs.

Roles And Responsibilities :

- Oversee daily mechanical maintenance of static and rotating equipment, ensuring operational safety and efficiency.
- Collaborate with operations, planning, and safety departments to organize preventive and corrective maintenance schedules.
- Analyze job plans, blueprints, and technical documents to guarantee maintenance accuracy according to engineering norms and specifications.
- Direct technicians and contractors during routine maintenance, shutdowns, and turnarounds.
- Track equipment performance, initiating proactive measures to reduce downtime and boost reliability.
- Uphold refinery safety protocols, including PTW systems, JSA, and adherence to HSSE policies.
- Perform root cause analysis on equipment failures, instituting corrective and preventive strategies.
- Administer maintenance documentation, work orders, and inventory requests.
- Liaise with suppliers, and external service providers for specialized maintenance and inspections.
- Facilitate planning and implementation of significant shutdowns, turnarounds, and reliability enhancement projects.
- Managed daily maintenance operations and repair scheduling to optimize uptime and operational efficiency.
- Developed and enforced preventative maintenance programs to diminish unplanned equipment failures and prolong asset lifespan.
- Trained and supervised maintenance crews, focusing on safety, quality, and performance standards.
- Executed regular machinery and equipment inspections to preemptively identify and resolve issues.
- Coordinated cross-departmental efforts to align maintenance activities with production objectives.



Equipment Knowledge

- **Heat Exchangers (Shell & Tube, Plate Type)**

Performed full maintenance of fixed, floating head, U-tube, and plate type heat exchangers.

Tasks included channel/dome removal, bundle pulling, high-pressure hydro jet cleaning, inspection (visual & NDT), pneumatic/hydro testing, and full reassembly.

Executed work with strict adherence to isolation procedures and permit-to-work (PTW) systems.

- **Air-Cooled Heat Exchangers (Fin-Fan – Forced/Induced Draft)**

Conducted safe maintenance including blinding, plug removal, and internal/external cleaning using hydro jetting and manual methods.

Ensured continuous plant operations by minimizing exposure and reinstating systems on time.

- **Distillation Columns**

Executed internal inspection and repairs: removal of distributor nozzles, trays, packings, and internals.

Carried out cleaning (manual/hydro jetting), NDT inspection, repairs, and reinstallation as per inspection findings.

Managed confined space activities under stringent HSSE compliance.

- **Storage Tanks (Fixed Roof)**

Performed tank entry after securing work permit, blinding, and desludging.

Involved in Manway, internal inspection, repair works (patch plates, bottom/top plates), NDT, buffing, blasting, and hydro testing.

Coordinated internal scaffolding, painting, and final box-up.

- **Pressure Vessels**

Blinding and manway opening, internal cleaning, demister pad removal, weld joint buffing, internal replacement, and box-up.

Conducted visual/NDT inspections and hydro testing as per operational requirements.

- **Fired Heaters**

Maintenance of gas/oil burners: removal, cleaning, adjustment of alignment and air-fuel ratio.

Replaced gaskets, nozzles, flame scanners, igniters, and ensured proper reassembly and testing.

- **Piping Systems**

Supervised erection, alignment, and testing of piping systems as per P&ID and ISO drawings.

Oversaw fabrication, welding (CS, SS, Duplex, GRE/GRP), and hydro testing.

Coordinated with QA/QC on WPS/PQR reviews and NDT (RT, PT, and UT).

- **Valves**

Overhauled, replaced, and pressure-tested various valve types: gate, globe, plug, butterfly, ball, PSV, PRV, MOV, ROV, and control valves.

Ensured correct installation and leak testing in live systems.

- **Rotating Equipment Support**

Supported maintenance of centrifugal pumps: oil change, dismantling, internal cleaning, and reinstallation.

Ensured alignment and integrity checks before handover.

- **Strainers & Filters**

Carried out maintenance of mechanical filters and strainers, including opening, cleaning, inspection, gasket replacement, and leak testing.

- **Pre-Commissioning Activities**

Actively involved in flushing, air blowing, nitrogen purging, LOTO preparation, blind management, and system integrity checks prior to start-up.

- **Blinding / De-Blinding (Spading/ DE spading)**

Reviewed blind list and ensured equipment isolation with proper material (gaskets, bolts,

hoses).

Executed safe spading/ DE spading under confined space and permit conditions.

- **Engineering Drawings & Documentation**

Proficient in reviewing P&ID, isometric drawings, SDS, and equipment GA drawings for planning and executing maintenance.

Prepared Method Statements, JHA/JSA, Risk Assessments, Rescue Plans, and confined space entry documents in coordination with HSSE.



Training

1. H2S.
2. Fire warden.
3. HSSE leadership.
4. Incident Investigation.
5. Hazard Identification and Risk Assessment.
6. SCABA- Escape in emergency.
7. Lifting Personnel.
8. Advance First Aider.



Personal Information

- **Name :** MOHAMMADBILAL SABBIRHUSEN SHAIKH
- **Date of Birth :** 11/10/1995
- **Mo. No :** +919033502105
- **Email id :** Bilalnadisarwala@gmail.com
- **Vaccination :** All 3 Doses (2- PFIZER, 1- MODERNA)
- **Gender :** Male
- **Current Location :** AHMEDABAD (GUJARAT)
- **Nationality :** Indian
- **Language Proficiency :** English, Arabic, Hindi, Gujarati
- **Passport Number :** N9261036
- **Issue Place :** Ahmedabad (India)
- **Issue Date :** 30/03/2016
- **Expiry Date. :** 29/03/2026



Key Skill

- Preventive, Corrective & Shutdown Maintenance
- Maintenance Planning & Scheduling (WBS, CPM)
- Work Order & Job Card Management (SAP PM Foundation)
- Equipment Reliability & Condition Monitoring
- Assist in Root Cause Analysis (RCA) & Troubleshooting
- Resource & Manpower Allocation
- Follow Up to Spare Parts & Material Management

- Technical Drawing & P&ID Interpretation
- Use of Planning Tools (Primavera P6, MS Project)
- Health, Safety & Environment (HSE) Compliance
- Strong Communication & Coordination Skills
- Time Management & Problem-Solving
- Documentation & Reporting of Maintenance Activities



Disclaimer

I hereby declare that the above information is given by me are true to the best of my knowledge and belief.

Date :

Place: BALASINOR (GUJARAT)

Thanks & Kind Regards

(MOHAMMADBILAL S SHAIKH)