

SIKANDER S/O USMAN GHANI

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📍 House No. D707 A, Moach Goth 2, Hub River Road, Karachi 75760.



EXPERIENCE

Machine Operator

Thal Limited, Pakistan Papersack Division (House of Habib)

📅 04/2017 📍 Hub, District Lasbella, Balochistan.

Manufacturer of paper carrier bag, cement bags & food grade bags.

- Set up machines (calibration, cleaning etc.) to start a production cycle.
- Control and adjust machine settings (e.g. speed)
- Feed raw material or parts to semi-automated machines.
- Inspect parts with precision and measuring tools.
- Test operation of machines periodically.
- Fix issues that might occur during the shift.
- Check output to spot any machine-related mistakes or flaws.
- Keep records of approved and defective units or final products.
- Maintain activity logs.

Assistant Engineer Mechanical Maintenance

Salim Winding Works

📅 02/2015 - 03/2017 📍 Shershah, S.I.T.E. Karachi

Manufacturer of embroidery thread product named Candle Thread.

- Design maintenance strategies, procedures and methods.
- Carry out routine maintenance work and respond to equipment faults.
- Diagnose breakdown problems.
- Fit new parts and make sure equipment is working correctly.
- Carry out quality inspections on jobs.
- Arrange specialist procurement of fixtures, fittings or components.
- Control maintenance tools, stores and equipment monitor and control maintenance costs.
- Deal with emergencies, unplanned problems and repairs.
- Improve health and safety policies and procedures.
- Work with specialist equipment, such as programmable logic controllers (PLC), which control machinery on factory assembly lines.
- Write maintenance strategies to help with installation and commissioning guidelines.
- Ensure there is continuous cover of the machinery and equipment in case of breakdowns.

Office Assistant

Raziki Agency Corporation

📅 01/2013 - 01/2015 📍 I. I. Chundrigar Road, Karachi.

Authorised distributor of Polypropylene, Polyethylene, LDPE & HDPE from Vinmar International, USA.

- Handling incoming calls and other communications.
- Managing filing system.
- Recording information as needed.
- Greeting clients and visitors as needed.
- Updating paperwork, maintaining documents, and word processing.
- Helping organize and maintain office common areas.
- Performing general office clerk duties.
- Organizing travel by booking accommodation and reservation needs as required.
- Coordinating events as necessary.
- Maintaining office equipment as needed.
- Creating, maintaining, and entering information into databases.

EDUCATION

Bachelor of Technology (4 Years) in Mechanical Technology

GPA

3.1 / 4.0

Indus University, Karachi

Diploma of Associate Engineer in Auto & Diesel Technology

Govt. College of Technology, S.I.T.E. Karachi (Affiliated with Sindh Board of Technical Education)

Secondary School Certificate in Science

Islamia Public Sec. School, Karachi (Affiliated with Board of Sec. Education)

INDUSTRY EXPERTISE

Time Management & Punctuality



Team Work



Communication



Problem Solving



TRAINING / COURSES

Computer Information Technology

MS Office, Basic Hardware, Software
Installation & Emailing.

LANGUAGES

English

Intermediate



Urdu

Proficient

