***Ms. ROOHI GULAM RASUL SHAIKH***

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Visit Visa Valid : 23-01-2013

Email: **roohi.shk@gmail.com**

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| Career ObjectiveEducationKey SkillsIndustrial In-plant TrainingDetailed Experience ProfilePersonal Details Languages KnownReference   |  | PROJECT ESTIMATOR / COORDINATORDedicated and reliable Professional with five years of engineering experience in India. To work as an Engineer where my Talent and creativity is utilized to increase company Profits and market share .While pursuing opportunities for career growth with a company, which places priority on customer satisfaction and quality performance.* Bachelor of Technology - Mechanical Engineer, From YCMOU, University of NASHIK, India , **(65 % Aggregate)**
* **Diploma - Production Engineering,** FromFr. Agnel Technical college - Polytechnic, Mumbai -India , **(59 % Aggregate)**

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| Software :  | MS Office (Word, Excel, Outlook, Access, PowerPoint) |
|  | Auto Cad 2D |
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| 6 months “Internship” at **Prabha Engineering Pvt. Ltd., India** – (**Mumbai**) Quality Assurance **Trainee Engineer.****1. Bectochem Consultant & Engineers Pvt. Ltd. - India – ( Mumbai)** **Project Coordinator, 2008 -2011**Company Description: - Bectochem Consultant & Engineers Pvt. Ltd. is a leading Manufacturing of process equipment of Pharmaceutical, Food, Cosmetics and Allied Industries. Its offer wide range of products include Bin Wash System, Becoater, Solid Pan Coating System, Vessel, Shifter, Fluid Bad Drive, Blenders, RMG, Containment Basic, Dispensing Isolator, Reactor Change Isolator, Dryers, Tailor Made Equipment , Reactor ,cream Gel and lotion Plant etc.* After the receipt of order preparation of VTOP & Design Qualification.
* DQ involves updating of Assembly drawing of the equipment as per the Client’s Requirement & Forwarding the documents to factory, which will be forwarded to the customer for Approval.
* Sending the G. A. Drawing to client for approval & coordinating its approval. Obtaining quotations from venders which leads to competitive pricing.
* Negotiation & placing purchase orders for outsourced products.
* Submit the weekly sales report, visit report, monthly target achievement sheet to the management.

 **2.**  **Batliboi Environmental Engineering Ltd. - India - (Mumbai)**  **Proposal & Estimation Engineer, 2011-2012**Company Description: - BEEL manufacturing various types of pollution  control equipments such as Bag filters, cyclones, scrubbers, Industrial Fans.* Proposal & Estimate of complete pre order work which includes designing, proposal making, negotiation with vendors, enquiry generations, offer submission, technical discussion.
* Obtaining quotations from venders which leads to competitive pricing.
* Understanding the requirement of client & providing the solution for their requirement.
* Properly understanding the tender & Techno Commercial Offer submitted to client & have for technical discussion with Client.
* Involved in Techno-commercial Negotiation with client.
* Interaction between various consultants, Clients.
* Submit the weekly sales report, visit report, monthly target achievement sheet to the management.
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| * Father’s Name : Mr. Gulam Rasul Shaikh
* D.O.B. : 07.08.1985
* Sex : Female
* Marital Status : Single
* Nationality : Indian

English , Hindi, Urdu.Reference will be furnished when required.Place : DubaiDate : ----------------------------------  **Roohi G.R. Shaikh** Signature |
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Looking only in Dubai ● Available for Full-Time Permanent Assignments