**G.MURALI**

Mobile: +91-9866398383

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**To be associated with a progressive organization that gives scope to apply my knowledge and skills, and to be a part of a team that dynamically works towards the growth of the organization.**

**ORGANISATIONAL EXPERIENCE**

***Carrier Highlights***

Dec 2018 – to till date – Klaus it Solutions Pvt Ltd (UTC Fire & Security Hyderabad) – **(Under IT Dept.)**

Dec 2010 – to Dec 2018 – Updater services (Infosys site Hyderabad) – **(Facilities & Administration)**

April 2007 – Nov 2010 Prime telecom services (Bangalore Based) (Infosys site Hyderabad) – **(As a Cable vendor for DATA and Telephones)**

**TECHNICAL EXPERTISE**

***Work Experience****:*

* Ensuring 24/7, 100% uptime on UPS, Power, Power Back & AC supply & other technical services.
* Upgrade Power Infrastructure based on business requirements
* Submission of frequent reports.
* Ensuring Annual Maintenance Contract renewal & taking care of good health of all the critical equipment’s.
* Vendor bill process & verification.
* Periodically review the Vendor Services.
* Monitoring SLAs of Facility Management & FM Company co-coordinators’ interaction. Constant efforts on improving the services, monitoring their manpower deployment etc.,
* Periodic Review of EHS (Environment Health & Safety) & improve Security Policy & Procedures.
* General upkeep of the facility & Housekeeping related activities & Guest House maintenance (if any)
* Periodically interaction with Engineering Team & addressing the concern & ensure Employee Satisfaction.
* Coordinating with Interior Designer, Project Management Team in the Infrastructure works (If any).
* Addressing some of the technical related helpdesk queries & their follow up with FM Company. Efficiency of the team & contract employees to support business.
* Co-coordinating with Procurement Team for all the procurement requirements
* CCTV Installation and configuration

 ***Work Experience in Administration****:*

* Arranging and handling the client visits.
* Continue to ensure smooth functioning of the infrastructure, facility & seat management system.
* Commercial works such as negotiating with the vendors, rising purchase order, processing of invoices, etc….
* Coordinating with vendor for supplying spares and consumables timely.

***Work Experience in Technical:***

* Maintenance of facility equipment such as DG Sets, UPS, Air Conditioners, CCTV.
* Operation and maintenance of Transformers, Battery chargers, Power Capacitors Banks and RTCC.
* Monitoring of Building Management System consisting of AC’s, Chillers and AHU’s, Fire Alarm system, PA system and Video systems.
* Planning of Preventive Maintenance schedule for equipment’s and Carry out as per schedule.

Responsibilities as Electrician at Infosys HYD

 **Utility Management**

* Planning of spare parts for preventive maintenance
* Coordination and Cooperation for the smooth functioning of other department.
* Execution of Building Management System for Energy saving.
* Defect tracking, analysis and reducing equipment downtime.
* Trouble Shooting of Engineering system
* Maintaining the inventory for daily consumables/critical parts.
* Assist in Renovation / up gradation works: Planning / costing / execution of these Works on need basis
	+ ***Training:***
* Identifying soft service and technical training needs for sub ordinates and contractual staff and conducting training programs

Personal Strengths:

* Ability to manage several tasks simultaneously.
* Human resource ability to motivate subordinate and management with interpersonal skills

**QUALIFICATION**

* **33 KV B Grade License from TS govt.**
* **B.com From Kakatiya University (Distance)**
* **COPA –RICC-ITI-Mallepally.(Computer Programming Operator and assistant)**
* **Intermediate (vocation –EDAR- electrical domestic appliance and rewinding /With MPC)**
* **SSC in Andhra pradesh.**

**PERSONAL DETAILS**

* + Date Of Birth : 29-07-1980
	+ Father name : G. shivashankar
	+ Marital Status : Married
	+ Languages Known : English, Hindi, and Telugu.
	+ Hobbies : Hearing Music, Reading newspaper & Making Friendship.
	+ Present Address : Flat No: 302, 3Rd Floor, Sai Balaji Residency, Road No:5, New Sai Bhagwan colony,

 BeeramGuda, Medak-502032