



Muhammad Hafiz bin Md Zi
+6019-571 0624 | hafiz_mdzi@yahoo.com

FACILITY / UTILITIES ENGINEER

Experienced Utilities and Facilities Engineer with a demonstrated history of working in utility supply machine and facilities equipment such as Air Compressor, Air Drier, Boiler, Chiller & Cooling tower system and pure water filtration system. Skilled in facility management, operations and maintenance management and client management.

PROFESSIONAL EXPERIENCE

Prolintas Holding Sdn Bhd (Contract)

September 2023 – Present

Admin Executive, Menara PNB

- Ensure procurement process related to Admin and Facilities Management comply to Prolintas's internal procedures.
- Develop internal procedural e.g Admin & Facilities Handbook , review and make improvement
- Analyzed Admin Helpdesk data using statistical techniques and providing findings reports
- Prepare and develop tender documents including the BOQ for projects and works related to Admin and Facilities Management
- Prepared Management Approval paper for purchasing related to Admin & Facilities Management department and make sure comply to internal policies and procedures.
- Managing and monitoring contractor and building cleaners to ensure cleanliness of office areas and common area.
- Responsible to be a key contact person and liaison with building management and authorities to comply with building rules and regulations

Urusan Teknologi Wawasan Sdn Bhd (Contract)

October 2021 – August 2023

Facilities Engineer, Bank Negara Malaysia KL

- Be a part of a team of business and technical staff and provide a key technical role to the FM service Facilities Managers and other departments.
- Lead on facilities projects and initiatives relative to all aspects of service delivery and development, including those relative to operational, health, safety, environmental and accessibility compliance and best practice.
- Drive strategy and create a new product/service for facilities management solution offers to existing and future Clients.
- Identify, coordinate and drive improvements in safety, compliance and assurance whilst fully engaging operational and maintenance staff to ensure successful development and consistent implementation of improvement, initiatives, processes and procedures.
- Produce and implement robust procedures, processes, instructions and guidance documentation as required to ensure continuous and consistent compliance with workplace and building related legislative duties, and with corporate health and safety guidance and premises management standards.
- Identify and deliver improvements to existing processes to ensure accurate and consistent auditable records that satisfy legal requirements and are comparable with industry best practice.
- Participated in tender document preparation and tender technical evaluation for newly awarded projects and ongoing projects

BMES Maintenance Services Sdn Bhd

March 2020 – Sept' 21

Facilities Engineer, Institute of Leadership and Development, UiTM

- Led routine Inspection for Chiller, Cooling Tower, Building Automation System, Fire Alarm System (Notifier)
- Led the technicians to maintain and rectify the Civil & Structure issues, Fire Alarm System, Building Automation System
- Lead and guide the technicians to perform troubleshooting for any defect occurrence.
- Responsible to ensure all Planned Preventive Maintenance complete as scheduled.
- Ensure the company complied to the agreed Service Level Agreement (SLA) and Key Performance Indicator (KPI) to minimize penalty.
- Ensure to achieve KPI's target and submit the Monthly Report to maintain good reputation with the Client.
- Led the Work Order (WO) system tracking, monitoring and closing from the Computerized Facilities Management System (CFMS) Archibus.
- Attended routine meeting with Client including monthly meeting, negotiating meeting, KPI and SLA review meeting.
- Monitored and maintained inventories to ensure stock and spare parts are available especially fast-moving spare parts.
- Led Customer Satisfaction Survey (CSS) and executed and implemented improvement action plan arisen from the survey.
- Liaised and dealt with local authorities for routine Fire Certificate renewal with BOMBA and lift PMA inspection and renewal with JKKP.

Samsung SDI Energy Malaysia

May 2016 - Feb 2020

Utilities Engineer, Utility Department

- Developed and led preventive maintenance program for plant equipment
- Managed the procurement related process from issuance of Purchase Requisition, invoices settlement, prepared Bill of Quantities, prepared cost calculation for major servicing related to chiller, cooling tower, air compressor, air drier, boiler and De-ionization water system by using SAP system.
- Led retrofit and improvement project for replacement of chillers, cooling towers, compressors, fire-tube boilers and de-ionized water system
- Maintained, tracked and monitored project schedule by monitoring project progress to ensure the projects delivered on-time, within scope and meet safety requirement
- Communicated with contractor, suppliers & authorities including DOSH.
- Reviewed and studied for plant improvement and performed analysis of any equipment breakdown and prevent recurrence.
- Managed monthly energy consumption etc water, electricity, steam, LNG and N2 gas, trend analysis impact of changing bill tariff to Battery cost consumption per unit.

COMPLETED PROJECTS

Production Improvement: Installation New Boilers

- Project objective
To install new boiler to cater for the expansion of production line. The replacement of boilers was made to replace the 3t to 5t capacity boilers. The steam from the boilers are being supplied to the Dehumidifier Units. The OEM of boilers is Forbes Marshall (India).
- Project cost: RM1.2mil
- Project timeline: 1 month (installation works)
- Project KPI: Achieved budget allocated, achieved timeframe allocated, No safety and Health issues, no disruption to existing production line.

Production Improvement: Retrofit of HVAC System

- Project objective
To replace obsolete chiller (Trane) of 1200RT capacity and cooling tower (TruWater) of 1500RT capacity minimize breakdown supply to production line due to frequent tripping.
- Project cost: RM1.2mil (chiller retrofit) and RM0.8mil (cooling tower retrofit)
- Project timeline: 1 month
- Project KPI: Achieved budget allocated, achieved timeframe allocated, No safety and Health issues, no disruption to existing production line.

Production Improvement: Retrofit of Compressed Air System

- Project objective
To replace obsolete air compressors to 800HP (Hanwha) and installation of additional compressor 1200HP (Hanwa) for new line expansion in the production line.
- Project cost: RM2.1mil
- Project timeline: 1 month (installation works)
- Project KPI: Achieved budget allocated, achieved timeframe allocated, No safety and Health issues, no disruption to existing production line.

EDUCATIONAL BACKGROUND

- Graduated in Bachelor of Aircraft Engineering Technology (Honors) in Avionics from University Kuala Lumpur in 2015.

PROFESSIONAL CERTIFICATE

- Registered as a Graduate Engineering Technologist by Boards of Engineer (BEM), Registration No: T112116
- Competent Facility Management Manager (FMM) Level 5 by CIDB.
- Appointed as an internal auditor for International Standard for Automotive Quality Management Systems, IATF16949: 2016
- Attended Essential Chemical Spill Control Training

REFERENCES

Muhamad Khairin bin Abd Hamid | (+60)19-476 2447

Facilities Manager (Strategic Business Unit) | Urusan Teknologi Wawasan Sdn Bhd

Shakira Faaiza binti Mazlan | (+60)12-626 5299

Facility Manager | BMES Maintenance Services Sdn Bhd