



# PINTU SINGH

**CEng (India)**  
**MEP Operations Professional**



**Contact Information**

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## PROFILE

- I am an Operations Professional & Certified Chartered Engineer (India) in Electrical Engineering Division | Techno & Management - Enthusiastic Professional specialized in Technical, Commercial & Green Building Projects - Operations, Maintenance, Coordination & Resources Management and Executive Assistant to Facility & Administration Head - Commercial & Business Spaces.
- Facility Management & Administration | Energy Management and Green Building - O & M | MEP System - Operations & Maintenance | Electrical Transmission & Distribution and Allied System up to 33kV & 220kV | Backup Power System | Centralized HVAC System & Allied System | BMS System | PHE System | Procurement System | Assets & Property Management | People & Vendor Management and Execution | Client-Centric Operations & Client Relationship Management | Commercial Spaces, Corporate Real Estate, Workplace and Building Management | Safety & Security.

## WORK EXPERIENCE

**AmbujaRealty | AmbujaNeotia Group**

Executive - Facility Management | April 2018 - Present | Kolkata

- Real Estate Division of Ambuja Neotia Group (Former, Holding Group of Ambuja Cement, ACC Cement & MACMET India etc.)
- Shift Incharge - Operations & Maintenance | Administration.**  
Focused on Client-Centric Operations & Resources Management | Facility Management & Administration | Energy Management and Green Building O&M | MEP System - Operations & Maintenance | Electrical Transmission & Distribution and Allied System up to 33kV | Backup Power System | Centralized HVAC System & Allied System | BMS System | PHE System | Assets & Property Management | Commercial Spaces, Corporate Real Estate, Workplace and Building Management | People & Vendor Management.

**Additional Responsibilities** - Executive Assistant to Facility & Administration Head - Commercial & Business Spaces | Backup Management | Safety & Security | Procurement System | Client Relationship Management.

## INTERNSHIP & VOLUNTEER EXPERIENCE

**Autodesk Education - Autodesk Design Academy**

Student Expert | Volunteer | January 2017 - Present

- Member of Global Autodesk Education Community.
- Autodesk ID** - academy.autodesk.com/users/pintusingh357

**Tech Learning Solutions**

Training Coordinator | Internship | January - February 2017

- Assistant Tutor | Management and Execution of Program.

**MyWBUT.COM**

Student Coordinator | Volunteer | February 2016 - August 2017

- Tech Fest | Workshop | Summer | Winter Training Program - Assistant Tutor | Marketing | Management and Execution.

**Student Coordinator** - National Level Tech - Science | Entrepreneurship | Business & Management | Cultural Fest. Campus Representative | Volunteer | 2016 - 2017

- IIM Calcutta | IISc Bangalore | IIT Kharagpur | IIT Kanpur | IIT Delhi | IIT Varanasi | IIT Mandi | Techno India - Salt Lake | MCKV - Howrah etc

## EDUCATION SUMMARY

**Maulana Abul Kalam Azad University of Technology, West Bengal**

**Formerly, West Bengal University of Technology (WBUT)**

- B. Tech** in Electrical Engineering | Year 2014 - 2018.

**West Bengal Council of Higher Secondary Education**

- Higher Secondary Examination | Science | Year 2013.

**West Bengal Board of Secondary Education**

- Secondary Examination | Year 2011.

## CERTIFICATIONS & TRAINING

**The Institution of Engineers (India)**

Chartered Engineer (India) | Associate Member (AMIE)

- Electrical Engineering Division | Year - 2020.

**West Bengal State Electricity Transmission Co. Ltd.**

A Government of West Bengal Enterprise | July' 2017

- Operations & Maintenance of 220kV Transmission Sub-Station.

**MSME Tool Room, Kolkata**

Ministry of MSME - Govt. of India | Nov' 2016 - Feb' 2017

- Industrial Automation PLC Programming | Sponsored by MSME.

## CERTIFICATIONS PURSUING

**Bureau of Energy Efficiency | Government of India**

- BEE** (Ministry of Power) - Certified Energy Manager & Auditor.

**CII - Indian Green Building Council**

- IGBC - Accredited Professional (IGBC - AP).

## AWARDS & ACHIVMENTS

**RoboTryst National Championship 2015, IIT Delhi**

- Zonal Winner - 3rd Position | Autonomous Robotics.

**TELOS 2017 (Online Annual TechFest of MyWBUT.COM)**

- 8th Rank - Automatic Pumping System using PCB Design.

**Autodesk Workshop Tutor | PCB Design & 3D Analysis**

- Autodesk Eagle | 6 & 7 Sept' 2017 | M.I.E.T., Hooghly (West Bengal)

## PERSONAL INFO

### Language Known

Hindi | English | Bangla

### Date of Birth

18/03/1994

### Hobby

- Graphics Designing
- Study of Human Nature
- Learning & Tutoring

### Skill & Area of Interest

- Operations & Resources Mgmt.
- Facility Mgmt. & Admin. | CRM.
- Energy Mgmt. & Green Building
- MEP Operations & Maintenance
- HVAC System
- SAP ERP (Basic)
- PLC Automation
- PCB Design