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| **COVERING LETTER** |

To,

The Human Resource Manager

Dear SIR

 Being given to understand that employment opportunity exists at your esteemed organization, which is related to my career, I take pleasure in forwarding my resume for necessary evaluations.

 I completed my Bachelor’s in Chemical Engineering with good academic credentials & am proficient in many computer programs.

I have a very good knowledge C, C++, Power Point & MS Word & Excel.

I have gained adequate experience and expertise to nurture an ambition to assume responsibilities to do justice to my inherent talent and potential in the pursuit of my career plans.

 My ideal objective is a position, which utilizes my knowledge and experience and provides me with opportunities to tap my potential effectively. I am fully capable of working in a pressurized environment and I have earned the respect and goodwill of people I have come in contact with. I can take decisions within defined limits and work well as a team member to achieve targeted goals of the organization.

 I consider myself enthusiastic, self- motivated and hardworking individual with friendly personality. My background and goals may match your requirements well. I am confident that I can perform the job effectively. I shall prove instrumental and profitable to your organization. The enclosed resume elaborates more on my education, skills and experience.

 Thank you for your consideration. I look forward to hear from you.

 Sincerely,

*Mehwesh Shaik*

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**MEHWESH SHAIK**

Contact : 056 4674800

E-mail : mehweshs19@gmail.com

**Objective**

Secure a challenging performance to developed and refine my Chemical Engineering skill job of Mass Transfer & Mechanical Operation & Fluid Mechanics. This offers experience that enables me to strengthen my skills and allow me to have further learning and experience to achieve my ambitious. In an organization that provides an ambiance for learning and professional growth.

**Professional Education & Qualification:**

Graduation : Bachelor’s in Chemical Engineering.

University : Acharya Nagarjuna University, State Govt. of AP, India.

Year of Passing : May-2014.

Grade : A

**Technical Skills** : Microsoft Office 2007 (Word, Excel, Power-Point )

 Basic knowledge of C, C++

**Achievements & co-curricular activities:**

* Participated in the National seminar on “Challenges and Strategies for Petroleum Exploration *in India*” organized by the Delta Studies Institute, Andhra University, Visakhapatnam.
* Presented paper at “*SCHEMCON***”** National chemical engineers conference which is held at MVGR College of Engineering, Vizianagaram.
* Participated in quiz competition in “*renewable energy resources & technological advances*”
* Attended seminar on “*renewable energy resources & technological advances*” at RVR&JC College of Engineering.

**Work Experience**

Company: **Sahbat Al Sahra Transport LLC.**

 - Dubai, UAE.

Position: Technical Sales Engineer

Duration: From Dec 2017 – Till date.

Job responsibilities

* Identify business opportunities and develop new customers through Networking, referrals, researching and analyzing sales options.
* Sell Heavy Vehicle & Machinery Equipment by establishing contact and developing relationships with prospects; recommending solutions.
* Handle order inputs, enquiries, preparing quotations and ensuring follow up with clients for order confirmation and collection of payment.
* Analyze & review the market response/requirements.
* Work with OEM’s for assured annual business with timely deliveries.
* Managing the distribution channel network and coordinate with the Customers to provide backend support and supply of Equipment.
* Prepares reports by collecting, analyzing, and summarizing information.
* Handle Technical and Commercial queries.

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Company: **Dr. Reddy’s,**

 -Hyderabad, India

Position: Process Engineer (R&D)

Duration: From Jun 2014 – Apr 2016.

Job responsibilities

* Communicate effectively within a multidiscipline design team in addition to Client and Supply Chain representatives to ensure project requirements and expectations are met
* Ensure all technical documents and data are prepared and structured in accordance with relevant design codes, standards and legislation
* Ensure the design satisfies all operational and safety requirements
* Check and verify engineering documents in line with the technical and quality plan.
* Ensure that the work output of assigned staff complies with the relevant procedures
* Ensure, as far as is practically possible, that all assigned work is carried out in compliance with agreed budget and schedule
* Providing documentation and drawing deliverables on time to meet project deadlines
* Taking part and contributing to construction risk assessments and construction method statements
* CHETAH (chemical thermodynamic &energy release)
* This program is a unique tool for predicting the thermodynamic properties and certain reactive chemicals hazards associated with a pure chemical a mixture of chemical and chemical reactions.
* Calculate the enthalpy of combustions for a compound or a mixture
* Enter “private thermo chemical data” (Benson groups, gases, solids or liquids).
* View thermo chemical data in CHETAH database.
* Calculate thermo chemical properties for compounds Cϱ,s,∆hf,∆gf,logkf,free energy functions [G-ZH)/T,HT-H298.
* Producing cost effective designs that are fit for purpose and safe
* Provide technical assistance where required
* Review work / work output as required

**Project Undertaken:**

 -*Extraction of oil and pectin from orange peels by using extraction and distillation process.*

**Description:**

* In this project extraction of oil and pectin from orange peels the work address to the development of the part of the process needed for the extraction of value added products like orange oil and pectin from orange peels which is the waste of orange juice processing industries.
* The outcome of the project work is highlighted that the sweet orange peels are good source of orange oil and pectin and does have the potential to become important raw material for food processing industries.

**Process:**

* These have been explored for separation of oil from orange peels. The remains of cake in this part is further treated for isolation of pectin. It is found from the experimental observations that the peel source for extraction of pectin, when taken after extracting orange oil through simple distillation gives higher yield than leaching residue, it is concluded that which process is going to be more suitable for industrial production for isolation of pectin, these results demonstrate the successful extraction of orange oil and pectin providing potential benefits for extraction of pectin from an economic and environment point of view.

**Additional skills:**

* Can work individual or in team.
* Good conceptual & analytical thought.
* Management of document handling and data input.
* Strong organizational motivation and development skills in a multi-cultural environment

**Personal Detail:**

* Marital status : Married.
* Nationality : Indian.
* Passport No : Z2980680
* Visa Status : Residence ( Husband Sponsor)

Thanking you,

 Mehwesh Shaik.