

SAIRA SHIBU

#103, Muweilah, Sharjah.

Mob: +971 589331280

Passport No: R8056360

Visa Status: Residence Visa

Email: sairashibu91@gmail.com



Objective

To work in a challenging atmosphere by exhibiting my skills with utmost sincerity and dedicated smart work for the growth of your esteemed organisation along with mine.

Career Profile

- Having 2.5 Years of work experience in **Electrical & Electronics** Projects
- Both practical as well as theoretical knowledge of Different Electrical Instruments.

FEROX SAFETY EQUIPMENT INSTALLATION L.L.C **AL QUSAIS, DUBAI, UAE.**

Worked as a **Document Controller/Estimation Engineer** for two months and handle the responsibilities of

1. Controlling the numbering, filing, sorting and retrieval of electronically stored or hard copy documentation produced by technical teams in a accurate and efficient manner.
2. And also making quotation, purchase order, delivery notes, tax invoice, submittals & follow up calls to Customers and Suppliers.

Working Experience

- Worked as a Production Engineer for 1year 10 months in **SUNLIT, Electronics, Pancode, Cochin**
- Worked as a QC Engineer for 7 months in **AMENSCO COMPANY, Kinfra Nellad, Cochin**

PERSONAL STRENGTHS

- Leadership
- Quick learning capacity.
- Elegant team player.
- Smart worker.

Skills

➤ Computer skills

C, EXCEL,WORD,WINDOWS 7,8

Education

Academic year	Name of the Course	Name of the Institution	Board/University	Percentage of marks
2007-2008	S.S.L.C	St. Peter's V H S S, Kolenchery	Board of Public Examination, Kerala	80
2008-2010	+1 &+2	St. Peter's V H S S, Kolenchery	Board of Higher Secondary Examination, Kerala	78
2010-2014	B.Tech (Electrical & Electronics)	Ilahia College of Engg. Muvttupuzha	M.G University, Kottayam	First class with CGPA=6.98

Personal Profile

Sex : Female, Married
DOB : 25-10-1991
Mother Tongue : Malayalam
Religion, Caste : Christian, Orthodox
Nationality : Indian
Language proficiency : English, Malayalam
Address : Eloor House
Kolenchery P.O.
Kolenchery.

Declaraion

I Saira Shibu, hereby declare that all the details furnished above are true to the best of my knowledge and belief.

Saira Shibu