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Location:
Penang



Jeyguru Jayaseelan

FACILITY SUPERVISOR

> ABOUT ME

Experienced facility management professional with a demonstrated history of success in overseeing maintenance operations, ensuring operational efficiency, and upholding safety standards. Proven ability to troubleshoot and repair diverse equipment, conduct site surveys, and lead inspection initiatives. Skilled in supervising electrical works, including MSB, SSB, and LV switch boards, as well as effectively handling plumbing tasks. Adept at analyzing maintenance needs and proposing preventive measures to minimize downtime. Excellent interpersonal and leadership skills, with a strong commitment to fostering team collaboration and achieving organizational goals. Ready to leverage extensive experience and technical expertise to drive operational excellence and optimize facility performance.

> WORK EXPERIENCE

SENIOR EXECUTIVE

Only World Group Sdn Bhd (The Top Komtar)

Mar 2022 - Current

- **Maintenance and Troubleshooting:** Conduct site surveys, audits, and inspections to identify maintenance needs and proactively address them, minimizing downtime.
- **Technical Issue Resolution:** Resolve technical issues efficiently to maintain smooth operations within the facility and demonstrating strong problem-solving skills.
- **Meter Readings and Monitoring:** Monitor equipment performance and conduct meter readings to assess energy usage.
- **Building Repair and Maintenance:** Oversee and perform repair work throughout the building, including plumbing and electrical tasks.
- **Electrical Supervision:** Supervise and personally undertake electrical works within a commercial environment and ensuring compliance with safety regulations.

FACILITY TECHNICIAN

Emico Sdn Bhd

Sep 2021 - Feb 2022

- **Building Maintenance:** Monitored and repaired various aspects of the building infrastructure, ensuring a safe and functional environment for occupants.
- **Troubleshooting:** Conducted repairs and troubleshooting on high-tonnage molding machines, demonstrating expertise in identifying and resolving technical issues.
- **Pneumatic System Management:** Troubleshot and installed pneumatic systems, optimizing machinery performance and minimizing downtime.
- **Conveyor Chain Maintenance:** Troubleshot heavy-duty conveyor chain systems to ensure smooth operation.

CHARGEMAN CUM FACILITY TECHNICIAN

OSK Property

Aug 2020 - Aug 2021

- **Preventive Maintenance:** Analyzed existing preventive maintenance activities and proposed effective enhancements to prolong equipment lifespan.
- **Electrical Supervision:** Supervised and personally undertook electrical works within a commercial environment and ensuring strict adherence to on-site health.
- **Reporting and Equipment Utilization:** Generated daily and weekly reports on equipment troubleshooting activities and utilizing tools such as digital multimeters.

CORE EXPERTISE

- Maintenance Coordination
- Team Leadership
- Safety and Compliance
- Budgeting and Cost Control
- Tenant Relations
- Technical Knowledge
- Problem-Solving
- Communication

> PROFESSIONAL CERTIFICATE

SIJIL PENJAGA JENTERA ELEKTRIK (A1)

Institusi Latihan Perindustrian
2015

> EDUCATION

SIJIL PELAJARAN MALAYSIA (SPM)

Sekolah Menengah Jenis
Kebangsaan Dindings, Lumut
2011

SOFTWARE SKILLS

- Microsoft Office
- Microsoft Outlook
- Teams
- Memberson Software
- Adobe Photoshop
- SQL
- Infotech app

Junior Executive

Only World Group Sdn Bhd (The Top Komtar)

2017 - 2020

- **Equipment Maintenance:** Successfully maintained and troubleshooted various equipment, ensuring their optimal functionality and minimizing downtime.
- **Site Surveys and Inspections:** Conducted comprehensive site surveys, audits, and inspections to identify maintenance needs and potential issues.

Chargeman (Internship)

Applied Testing Sdn Bhd

2015 - 2017

- **Switchboard and Breaker Maintenance:** Successfully maintained switch boards and breakers, ensuring their proper functionality.
- **Calibration Expertise:** Carried out precise calibration work on electrical panels, demonstrating meticulous attention to detail and ensuring accurate performance of equipment.