



MUHAMMAD SYAFIQ

Penang, Malaysia • +6011-11244427

syafiqhisham@gmail.com • [www.linkedin.com/in/ Syafiq Hisham](http://www.linkedin.com/in/Syafiq Hisham)

COORDINATOR | PLANNING | MANAGEMENT | ENGINEERING

Diploma in Civil Engineering, With 6 years of experience in Business management and technical analysis, I have developed a strong foundation in market trends, risk management, and economic research. My ability to analyze market uptrends and downtrends through detailed mapping has allowed me to make data-driven decisions and manage leverage efficiently. Alongside my trading experience, I bring over 3 years of experience in the engineering sector, where I've successfully led teams as a Site Supervisor, ensuring compliance, quality control, and project execution. I am now seeking to leverage my expertise in both engineering project management and financial markets to transition into a dynamic role within investment management or business development. With additional exposure to business operations through my family's business, I am well-equipped to explore opportunities in business strategy.

CORE COMPETENCIES AND ACHIEVEMENTS

- **Project Management:** Managed high-rise construction projects within deadlines at Nova Land Development, organizing subcontractor meetings and ensuring compliance with safety and quality standards.
- **Quality Assurance and Control:** Conducted quality inspections and ensured accuracy of shop drawings at CS Panel Sdn. Bhd., maintaining high-quality standards in manufacturing processes.
- **Technical Expertise:** Resolved hardware and software issues, managed assets, and assisted in engineering projects at C & S Engineering Consultancy, demonstrating strong technical problem-solving skills.
- **Procurement and Supply Chain Management:** Managed procurement processes, maintained inventory levels, and expanded sales through customer relationships at Dumpil Enterprise, showcasing expertise in supply chain management.
- **Environmental Compliance and Sustainability:** Implemented ISO systems, conducted audits, and led water conservation programs at Perbadanan Bekalan Air Pulau Pinang, emphasizing commitment to sustainability and regulatory compliance.
- **Communication and Stakeholder Management:** Liaised effectively with clients, subcontractors, and internal teams across roles, facilitating smooth project execution and supporting sales and marketing efforts.
- **Problem Solving and Innovation:** Contributed to innovative drawing procedures and simulation testing using Solid Works at C & S Engineering Consultancy, demonstrating a proactive approach to improving processes.
- **Safety and Regulatory Compliance:** Ensured adherence to safety standards and regulatory requirements in various roles, promoting a safe working environment and compliance with industry regulations.
- **Proficient in utilizing both Windows and Mac operating systems, skilled with MS Office Suite (Word, Excel, PowerPoint), Computer-Aided Design (CAD) including Photoshop, SketchUp, SolidWorks, circuit board design, basic drawing, basic electrical drawing, PCB layout, and PFD drawing (Piping and System layout).**
- **Project management and financial markets** to transition into a dynamic role within investment management or business development. With additional exposure to business operations through my family's business, I am well-equipped to explore opportunities in business strategy.

PROFESSIONAL EXPERIENCE

Supervisor

Indah Water Konsortium Sdn Bhd.

July 2024 – Present

Network

Core Objectives:

Ensure the efficient operation and maintenance of the public sewer network by supervising and developing the team to uphold high performance standards, minimizing overflows and blockages, while liaising with regulatory bodies and stakeholders to deliver coordinated, compliant, and customer-focused service.

• Team Supervision & Development:

Lead and train network teams, ensuring efficient and safe task execution aligned with company standards; conduct regular briefings to maintain high team motivation and technical proficiency.

• Network Operations & Maintenance:

Oversee daily sewer operations to prevent blockages; conduct safety-focused inspections of manholes and prioritize public safety and accessibility

• Service Provision & Customer Satisfaction:

Ensure prompt response to service requests, maintain strong relationships with authorities to secure road access and regulatory compliance

• Documentation & Compliance:

Prepare and submit reports on operations and team performance; ensure timely and accurate documentation, including work orders, log sheets, and SOP adherence

• Project & Contractor Management:

Supervise contractor work for compliance with specifications; manage the Defect Liability Period (DLP) inspection program using CCTV to ensure sewer quality.

• Stakeholder Communication:

Serve as a primary contact for regulatory bodies, authorities, and customers to address issues and complaints professionally and efficiently.

Key Challenges:

- Addressing infrastructure issues in narrow, congested, or damaged sewer areas while managing unauthorized waste disposal affecting network efficiency.
- Coordinating across internal and external teams to maintain an effective and well-functioning sewer network under complex conditions.

Decision-Making Scope:

- Make on-site decisions related to sewer conditions, repairs, and resource allocation.
- Recommend equipment repairs, team appraisals, and resource adjustments based on operational requirements and network demands.

Site Supervisor

Nova Land Development Sdn Bhd

Sep 2023 – 30 June 24

Managed high-rise construction projects within deadlines at Nova Land Development, organizing subcontractor meetings and ensuring compliance with safety and quality standards.

Key Skills : Leadership, Project Coordination, Safety Management, and Quality Control

Core Responsibility :

- Project Management : Managed construction projects, ensuring adherence to deadlines and quality standards.
- Team Supervision : Supervised subcontractors, ensuring smooth site operations.
- Safety Compliance : Ensured implementation of safety protocols and quality inspections at the construction site.
- Document Control : Reviewed structural drawings, submitted Requests for Information (RFI), and ensured timely preparation of as-built drawings.

Task :

- Organized and attended technical meetings with clients and consultants.
- Reviewed and validated structural drawings, ensuring accurate as-built documentation.
- Managed daily progress reports, identifying delay and coordinating corrective actions.
- Coordinated with the Purchasing Department to procure materials, tracking delivery timelines

Technician (Quality Safety and Health)**Perbadanan Bekalan Air Pulau Pinang****Sept 2022 - Sept 2023**

Implemented ISO systems, conducted audits, and led water conservation programs at Perbadanan Bekalan Air Pulau Pinang, emphasizing commitment to sustainability and regulatory compliance.

Key skills : Data Analysis, Sustainability, Environmental Audits, ISO Standards, and Water Resource Management

Core Responsibility :

- ISO Compliance : Assisted in implementing and maintaining ISO 14001 and ISO 27001 systems.
- Data Monitoring & Reporting : Monitored water-saving device installations and compiled project data.
- Environmental Audits : Verified compliance through environmental legal audits and addressed gaps.
- Water Management : Led water conservation programs, optimizing water usage and engaging stakeholder.

Task :

- Facilitated training sessions for staff on ISO standard and environmental Compliance
- Developed data collection system for project monitoring, producing reports for senior management.
- Organized stakeholder engagement initiatives to raise awareness on sustainable water practices.
- Conducted monthly inspections of installed devices, troubleshooting issues and improving efficiency.

Drafter**CS Panel Sdn. Bhd****March 2022 - July 2022**

Conducted quality inspections and ensured accuracy of shop drawings at CS Panel Sdn. Bhd., maintaining high-quality standards in manufacturing processes.

Key Skills : Cad (Computer- Aided Design), Project Estimation, and Technical Drafting.

Core Responsibilities:

- Technical Drawings : Created working drawings, detailed designs, and prepared bills of materials (BOM)
- Project Coordination : Assisted project Managers with on-site inspections and understanding technical specifications.

Documentation : Prepared shop drawings and estimated materials for various projects.

Task :

- Collaborated with project managers to update and refine drawings based on on-site feedback.
- Coordinated delivery schedules and ensured timely procurement of materials.
- Counter-checked design document from the development department to ensure quality and accuracy

Supply Chain Coordinator**Dumpil Enterprise****Jan 2021 - Feb 2022**

Managed procurement processes, maintained inventory levels, and expanded sales through customer relationships at Dumpil Enterprise, showcasing expertise in supply chain management.

Key skills : Supply Chain Management, Inventory Control, Procurement, and Client Relationship Management.

Core Responsibilities :

- Inventory Management : Maintained inventory levels, organized storage spaces, and tracked shipment forms.
- Procurement : Negotiated contracts, sourced goods, and reviewed suppliers based on price and quality.
- Sales Support : Provide estimations for sales teams, supporting customer orders and relationship management

Tasks :

- Worked closely with project teams to align procurement timelines with project requirements.
- Implemented improvements in labeling systems to increase operational efficiency.
- Organized storage facilities according to product categories, ensuring compliance with safety standards.
- Developed reporting structures for tracking inventory and production output.

Technical Assistant**C & S Engineering Consultancy****Jan 2016 - Nov 2016**

Contributed to innovative drawing procedures and simulation testing using Solid Works at C & S Engineering Consultancy, demonstrating a proactive approach to improving processes.

Key Skills : Engineering Support, Troubleshooting, Technical Drawing, and Solidwork.

Core Responsibilities :

- Project Assistance : Assisted senior engineers on sewer and storm-water projects including drawing design and billing quantities.
- Design and Drafting : Assisted senior engineers in producing detailed designs for projects, including sewer and storm water systems, TNB substation chambers, and telecom towers.
- Site Inspections : Conducted regular site inspections to ensure that construction adhered to approved designs and standards.

Tasks :

- Conducted asset management activities, including procurement inventory tracking, and distributions
- Trained junior engineers in the design of piping systems and sedimentation control processes.
- Documented design changes and coordinated with contractor for timely execution of revised project plans.
- Collaborated with design teams to refine drawing procedures and implement new design techniques.
- Assisted in the management of multiple tender submissions, liaising with clients and contractors to clarify project scopes.

Draw Furniture Plan and Business Planning (Partimer)

Developed a strong foundation in management, and economic research, ensuring compliance, quality control, and project execution and business development. With additional exposure to business operations to explore opportunities in business strategy.

- Responsible for expanding sales in serviced customers through creating profitable relationships.
- Bid proposal, negotiating contracts, and quotations.
- Prepare Business Planning and draw detailed furniture drawings.
- Interpret design concepts, and create visually appealing and functional furniture plans.

Frelance Trading

2017 - Present

Experienced freelance forex trader with over 6 years of experience in analyzing global financial markets and executing trading strategies. Proficient in technical analysis, risk management, and market trend forecasting. Strong ability to develop and implement customized trading plans while managing capital and minimizing risk. Proven track record of consistent returns through disciplined execution and comprehensive market analysis.

Key Skills : Technical Analysis (Charting, Trendlines, Fibonacci), Fundamental Analysis (Macroeconomic Events, Interest Rates, Global Economic Indicators), Risk Management (Leverage Control, Stop Loss, Risk/Reward Ratio), Trading Platforms (MetaTrader 4/5, TradingView).

Core Responsibilities :

- Market Analysis: Conducted in-depth analysis of currency markets using technical indicators (moving averages, RSI, MACD) and fundamental factors (economic news, geopolitical events). Bid proposal, negotiating contracts, and quotations.
- Risk Management: Developed and implemented effective risk management strategies, including stop-loss orders, position sizing, and leverage control, to minimize risk exposure while maximizing profits.
- Trade Execution: Actively monitored multiple currency pairs (EUR/USD, GBP/USD, etc.) and executed timely buy/sell trades, optimizing entry and exit points for maximum profitability.
- Performance Monitoring: Tracked trade performance, created detailed reports on trading activity, and consistently evaluated strategy effectiveness to ensure optimal trading decisions.

Tasks :

- Kept up to date with global financial news and trends through financial journals and economic reports to adjust trading strategies based on current market conditions.
- Collaborated with online trading communities and participated in webinars to stay informed on new techniques and market insights.

EDUCATION AND TRAINING

Politeknik Tuanku Sultanah Bahiyah
Diploma In Civil Engineering | 2016 - 2020
Kolej Komuniti
Certificate In Architecture | 2014 - 2015

Competency Orientation Program (Cbop) Water Treatment Training

Workplace Safety
Water Resource
Water Treatment Process
Water Treatment Method
Water Quality Monitoring
Chemical Handling
Pump & Motor Operation
Instrumentation Water Industry
Sludge Handling

Mogec X Iem Talk On The Registration Of Engineers Act 1967
Pressure Vessel Inspection From Asme Viii-D1 To Api 510 Inspection Codes And Standards Perspective
Training Iso/iec 17025: 2017 Internal Auditing At Perbadanan Bekalan Air Pulau Pinang Sdn Bhd
Training Iso 45001: 2018 Occupational Health And Safety Management Systems At Perbadanan Bekalan Air
Pulau Pinang Sdn Bhd
Penang Water Services Academy (Pwsa)
Fundamental Of Artificial Intelligence (Oil And Gas Meta)