

PROFILE OF

Er. Anwar Sulaiman

*Faculty of
Electrical Engg.*

**SSM Polytechnic
College Tirur**

*Malappuram Dt.
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➤ **Career Objective**

Ambitious for a Challenging Prospect and **to invest Optimum Efforts** in the arena of **Community Development** especially **Social Services, Rural Development through the Scope of Technological Advancement, Manpower Planning, Human Resource Development, etc.** as a **Citizen of India and Human Being Responsible to the Community.**

Confident from the past experiences, Searching for Innovative Platform to work in Real Life Situations and **to use my Skill and Will, Knowledge and Capacity to Serve and Uplift the Socially, Educationally and Economically Backward Community** in our Region of interest through **Social Development** initiatives.

➤ **Academic Profile**

- **Batchelor Degree (B.Tech.) in Electrical & Electronics Engg.**
Faculty of Electrical & Electronics Engg., Govt Engg College, Thrissur
- **Diploma in Electrical Engineering**
Kerala Govt Polytechnic, Calicut - Dept of Technical Education
- **National Council for Vocational Training Certificate**
Ministry of Skill Development and Entrepreneurship Govt of India

➤ Professional Profile :

- *Under the Dept of Technical Education, Govt of Kerala*

**DEPARTMENT OF ELECTRICAL ENGINEERING
SSM POLYTECHNIC COLLEGE**

Tirur, Malappuram - KERALA

25 Years of experience in Kerala Technical Education since the year 1998

- *Corporate Member :*

The Institution of Electronics and Telecommunication Engineers

- *Life Member :*

Indian Society for Technical Education - ISTE

➤ Professional Achievements

- During the course of professional experience, I have been involved in **Lectures, Laboratory Works, Project Design, Project Guidance, Curriculum Development, Tutorial Guidance, Student Evaluation, Presenting Papers and Leading discussion at National Seminars, Departmental Administration, etc.**
- Worked as **Examiner and Paper Setter for both ITI and Diploma Level Courses in Engineering.** Served as a member in the **Staff Selection Bodies of Various ITI's and Diploma Level Colleges, Syllabus Committees, Academic Council, and Inspection Committee** for Trade Certificate/Diploma/Degree Recognition.
- I was in charge of several Societies and Associations in the Colleges, such as **Electrical System Design and Planning Group, Staff Council, Parent Teachers' Association, Co-operative Society, Library Council, National Service Scheme (Technical Cell under Department of Technical Education), Social Service Society, Electrical Engg Association and Training and Placement.**

➤ Administrative Experience

- As the **Programme Officer of National Service Scheme Technical Cell under Department of Technical Education,** I am in complete administrative capacity of the **Project Identification and Implementation, Public Relations, Planning of Social Development Projects, Human Resource Management, Consultancy, Community Development, Local Empowerment and Social Development Activities.**

- Duties of the **Manager to Energy Management Centre established under Energy Management Cell, Govt. of Kerala**, consisted of **Energy Auditing and Forecasting Energy Management training needs of the business, industry and community, organizing courses, Preparation of Study Materials**, arranging experts, inviting participants and looking after all aspects including Boarding and Lodging and Travel arrangements of experts from industries, MNCs and research organizations.
- As the official in-charge of welfare of the hostel, I was in charge of the proper administration of the hostel which included student **discipline, running of the mess and up keep of the hostel buildings with all its service and recreational facilities**.
- Being the promoter of various social service activities in our organization, in association with the National Service Scheme, we actively involve in **Seasonal Work Camps, National Integration Programs, Rural Road Developments, Urban Cleaning Programmes, Medical Camps and Economical Surveys**, etc. It was necessary to plan properly, mobilize resources and people's participation and to maintain discipline for the success of all such programmes.

➤ **My Career Milestones : Anwar S**

- Seethi Sahib Memorial Polytechnic College , established in 1962, is one of the leading technical institutions in Kerala State, offering 3 year Engineering Diploma courses in Six disciplines namely Civil, Mechanical, Electrical, Electronics, Automobile and Computer Engg. under the State Board of Technical Education, Govt. of Kerala. **I have been working as a Senior Faculty in the Department of Electrical Engg since last 25 years.**
- In Recognition to the performance history, I was privileged to assign the duty as **Programme Officer of National Service Scheme Technical Cell under Department of Technical Education** during the year 2010-2013.
- During my tenure as the **Chief Faculty Co-ordinator of Pink Technician (Skill Development for Women) and Wireman Licensing Course of Electrical Inspectorate (Govt. of Kerala) under Continuing Education Cell (CE Cell)** established in 1992 as part of Canada India Institutional Co-operation Project has been make great strides in the area of training programmes for youth to meet the skill and competency needs of Business, Industry and Community.
- During the period of my administrative capacity as **Consultant and Supervisor to Electrical and allied Installations**, the institution has undergone construction of new academic blocks costing crores, renovation and beautification of existing buildings, setting up of power systems for Labs and Workshops, etc.

➤ Achievements at a Glance

❖ NSS Programme Officer 2010-2013 (Term 1) and 2023 Onwards (Term 2)
❖ Project Coordinator - Home for Homeless Project under NSS
❖ Chapter Co-ordinator - Energy Management Cell under Govt. of Kerala
❖ Co Founder - "Olappambaram Maker Space" Students' Innovation Club
❖ Faculty Advisor - Malappuram District Trauma Care (MDTC)
❖ Electrical Consultant for Various Govt. Offices as a Service (2015 Onwards)
❖ Unit Co-ordinator and Mentor - Smart energy Program (SEP) Tech under EMC
❖ Advisor - Energy Conservation for Homes and Social Community
❖ Founder of Energy Clinic for Advisory to Electricity Consumers
❖ Trainer for Energy Conservation and Improvement of Energy Efficiency
❖ Home Appliances Servicing and Maintenance at Flood Affected Areas
❖ Rebuild Kerala Energy Mapping and Social Service at Tavanur Constituency
❖ Free Consultancy & Service of Street Lights and High mast at various LSGDs
❖ Jury Member of Reboot Kerala Hackathon
❖ Energy Auditor for Home users and Govt. Departments
❖ Coordinator of LED Bulb Manufacturing Unit under Energy Management Cell
❖ Free Electrification and Periodical Maintenance for deserving families
❖ Trainer and Facilitator of On Grid Solar Projects for Schools and Colleges
❖ Won National Secular Conference Social Services Award 2019
❖ SAGY Special Appreciation Award 2019
❖ Won APJ Abdul Kalam Eminent Social Worker Award in 2020

➤ Core Personal Competencies

▶ Public Relation Management	▶ Community Social Work
▶ Personal Administration	▶ Management Development
▶ Social Welfare Activities	▶ Welfare Project Coordination
▶ Project Negotiation Strategies	▶ Planning Technology Upgradation
▶ Project Monitoring & Execution	▶ Project Evaluation & Refinement
▶ Project Coordination & Report	▶ Team Building & Management
▶ Correspondence Coordination	▶ Reporting Complaints / Feedbacks
▶ Inventory Management	▶ Stores Administration
▶ Monitoring Accounts Status	▶ Communication Management
▶ Document Controlling	▶ Monthly Reporting & Valuation
▶ Local Purchase Forecasting	▶ Billing Tenders and Quotation
▶ Cash/Bank Management	▶ Valuation and Account Audit
▶ Annual Budget Preparation	▶ Need Based Survey and Analysis
▶ Total Project Administration	▶ Procurement Management
▶ Energy Auditing and Reporting	▶ Trade and Commerce Management

➤ **Personal Abilities and Qualities**

- ✓ Strong Commitment to Co-operative Team Work
- ✓ Excellent Skills in Facilitation, Communication
- ✓ Excellent Soft Skills and Graciousness
- ✓ Goal Oriented, Highly Motivated and Willing to Learn
- ✓ Self-starter and Team Player
- ✓ Good experience in leading Social Welfare Projects in the region.
- ✓ Offering professional service in providing support to stake holders.
- ✓ Good planning, organizational, analytical and conceptual skills.
- ✓ Sincere and dedicated work culture, getting totally involved with work and ability to make sound decision in a consistent manner.
- ✓ Enthusiasm for learning and acquiring knowledge in new technologies and ideas and using them to the maximum for the society and myself.
- ✓ Self-motivated and focused individual with a proven record of effectively managing responsibilities.
- ✓ Excellent Oral and Written Communication skills in English.
- ✓ Basic Knowledge and Communication skill in Hindi and Arabic.

➤ Personal Information :

- **Name** ANWAR. S.
- **Date of Birth** 5th May 1974
- **Place of Birth** Karunagappally
- **Father's Name** Sulaiman Kunju
- **Sex** Male
- **Marital Status** Married
- **Hobbies/Interest** Guidance & Counseling Students for Studies
Social Work (Social Activist) and Legal Values
Energy Conservation and Energy Auditing
Learn New Technology Trends for Public Interest
- **Languages known** Malayalam, Tamil, English, Hindi, Arabic

➤ References :

1	Basheer P I Principal, SSM Polytechnic College, Tirur	+91 93888 88331
2	K Kutty Ahammed Kutty Former Minister for LSGD Govt of Kerala Chairman, SSM Polytechnic College, Tirur	+91 494 2422234
3	Dr. K. T. Jaleel Former Minister for Higher Education	+91 94478 96600

➤ Declaration :

I hereby declare that the particulars given above are true and complete to the best of my knowledge and belief.

Place : Tirur,
Date : 14, June 2023

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Anwar. S.