

# ASLAM MOHAMMAD

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## Summary

An Indian Air Force Veteran with experience in Operations, Administration & SCM with 10 years post VRS experience in Marketing & Sales from BFSI & Real Estate & FMS industry.

Currently working as operations Manager with Uniservice in FMS industry managing North Bangalore Zone.

Looking for a leadership & Challenging role with reputed MNC to strengthen the top-line and manage an strong bottom-line and be an asset to the organization.

## Experience



### Estate & Facility Manager

Century Real Estate Holdings Pvt Ltd

Oct 2021 - Present (2 years 5 months)

As an Estate and facility manager handling 7.3 Acres Campus of the Hlghrise Luxury Apartment Campus CENTURY ETHOS & responsible for the complete FMS operations management with the support of 100+ staff working from various agencies like Sila, Toshiba, Miracle Pool, EMPL, Nugenic, and TIFC.

- \* Manage the Sila PMS Team to ensure smooth operation daily for all the MEP, Landscaping, SLP, CHM & Soft services, Swimming Pool, and pest Control services.
- \* Ensure the PPM activities are carried out as per the 52-week PPM calendar and documented for all Electro-Mechinal equipment.
- \* To Ensure the AMCs are renewed on time for all the Assets like DG, Elevators, Pools, and Gym equipment.
- \* Develop the Strategic Facility plan and implement the SOP and checklists.
- \* Manage maintenance budget including labor cost, supply cost, inventories, equipment, and maintenance contracts.
- \* Ensure 100% uptime of all critical infrastructural equipment like UPS, DG, Electricity, HVAC, EPABX, Fire Hydrants, and other technical services in the facility.
- \* Sourcing, identifying new cost-effective suppliers, and AMC vendors, and liaising with the purchase and accounts team for payments of all the vendors.
- \* Liaise with respective government offices like KSPCB, CEIG, BBPM, BESCO, to get the necessary permissions, licenses/ approvals/Renewals in the interest of the Company and maintain all the compliance documents as per records.

\* Obtain & study comparative prices & quotations & review vendor performance for compliance & contractual obligations.



## **Operations Manager**

### **Uniservice**

Jul 2020 - Present (3 years 8 months)

As an Operations Manager in the North Bangalore zone, my responsibilities include overseeing the end-to-end solutions for Facilities Management Services (FMS) for Uniservice clients. This may involve a range of operational aspects, including security and loss prevention (SLP), clubhouse management (CHM), and mechanical, electrical, and plumbing (MEP) services, among others.

Key areas of my role may include:

#### **Team Management:**

Leading and managing a team of FMS, SLP, CHM, and MEP staff to ensure efficient operations and service delivery.

#### **Vendor and Supplier Management:**

Collaborating with over 200 vendors and suppliers to maintain a smooth supply chain and service delivery.

#### **Operations Oversight:**

Ensuring the effective implementation of end-to-end solutions for FMS services, covering various aspects such as security, clubhouse management, and mechanical/electrical/plumbing services.

#### **Client Relationship Management:**

Building and maintaining strong relationships with Uniservice clients, understanding their needs, and ensuring client satisfaction.

#### **Budgeting and Cost Management:**

Managing budgets effectively to ensure cost efficiency while maintaining high-quality service standards.

#### **Compliance and Quality Assurance:**

Ensuring that all operations comply with relevant regulations and industry standards, and implementing quality assurance measures.

#### **Strategic Planning:**

Contributing to the development and implementation of strategic plans to enhance operational efficiency and meet client objectives.

## Property Manager

### Colliers

Apr 2019 - Dec 2019 (9 months)

I have a challenging and multifaceted role as a Property Manager at PHOENIX ONE BANGALORE WEST. Managing a high-end luxury apartment complex with a diverse range of residents, including CEOs, CFOs, celebrities, politicians, foreign delegates, and industrialists, requires a high level of skill and attention to detail.

My responsibilities involve extensive, encompassing various aspects of facility management services. Here are some key areas I was involved in:

#### Security & Loss Prevention:

Ensuring the safety and security of the residents and the property is crucial. This involves managing a team of 250 members for security services.

#### Fire & Life Safety:

Implementing and overseeing fire safety measures to protect residents and property from potential hazards.

#### CCTV & Access Control:

Monitoring and managing surveillance systems for security purposes, as well as controlling access to the premises.

#### Club House Operations:

Overseeing the operations and maintenance of the clubhouse, which likely includes recreational facilities and amenities.

#### STP & WTP:

Managing the Sewage Treatment Plant (STP) and Water Treatment Plant (WTP) to ensure water efficiency and environmental sustainability.

#### HVAC, DG Sets, Transformers, Electrical Panels & Solar Power Systems:

Handling the operations and maintenance of various technical equipment, including heating, ventilation, and air conditioning systems, generators, transformers, electrical panels, and solar power systems.

#### PPM Activity Services:

Planned Preventive Maintenance (PPM) activities for all assets, such as DG, Transformers, Pannels, LDBs, HVACUPS, Pumps and motors, Water Bodies, and pools as per the 52-week PPM calendar & and maintained the Checklists.

Vendor Management: Collaborating with vendors to ensure smooth operations and maintenance, as well as negotiating contracts and managing service level agreements.

## Square Yards

Jan 2017 - Mar 2019 (2 years 3 months)

As Channel Development Partner promoting the A & B cat Builders Properties in Metro cities Bangalore, Hyderabad, Pune, Chennai & NCR



## AREA MANAGER-Channel Sales with Square Connect

### Square Yards

Apr 2016 - Dec 2016 (9 months)

My role as Area Manager at Square Connect involves a broad spectrum of responsibilities, showcasing my expertise in channel management, real estate investment advisory, customer relationship management, and international marketing. The overview of my key roles and accomplishments:

#### Channel Management:

Successfully managing a team of Channel Managers to develop a robust Channel Sales team. Driving business growth for Square Connect through effective channel development and sales strategies.

#### Investor Community Management:

Handling High Net Worth Individuals (HNIs) and Non-Resident Indian (NRI) investors for real estate investment advisory and portfolio management services.

Providing tailored solutions to meet the unique needs of the investor community.

#### Customer Relationship Management:

Offering excellent end-to-end customer relationship management services.

Catering to Retail and Corporate clients from diverse sectors, including Defense, PSUs, MNCs, the IT industry, and the business community.

#### Real Estate Marketing:

Marketing real estate projects from 22 metros in India and 11 countries overseas.

Tailoring marketing strategies to fulfill the specific needs of end-users and investors, ensuring the best Return on Investment (ROI).

#### International Marketing:

Expanding the reach of Square Connect's real estate projects internationally by targeting 11 countries.

Crafting marketing campaigns to attract international investors and end-users.

#### End-to-End Solution Provision:

Providing comprehensive end-to-end solutions for both retail and corporate clients.

Ensuring seamless processes and top-notch customer satisfaction in real estate transactions.

#### ROI Optimization:

Focusing on delivering the best Return on Investment for investors by identifying strategic investment opportunities.

Implementing portfolio management services to optimize and maximize ROI for clients.

My multifaceted role demonstrates the ability to navigate the complexities of channel management



## **GENERAL MANAGER MARKETING & SALES**

### **SD Properties**

May 2013 - Oct 2015 (2 years 6 months)

My role as a GM in the real estate sector involves a diverse set of responsibilities, demonstrating strong leadership, client relations, and marketing expertise. Here's a breakdown of my key responsibilities and accomplishments:

#### **Team Management:**

Successfully managed a team consisting of Marketing Managers, Business Development Managers (BDMs), Sales Executives, Tele Callers, Online Portal Managers, and a Branding and Media Marketing Team.

Providing leadership and guidance to ensure the team's synergy and effectiveness.

#### **Client Management:**

Handling NRI investors from the US, Canada, UK, and Gulf countries, as well as HNI investors and Real Estate Promoters.

Cultivating and maintaining strong relationships with existing clients.

#### **Support for Existing Clients:**

Providing timely advice to existing clients in decision-making processes.

Identifying and utilizing opportunities related to pre-launch offers in the real estate sector to benefit clients.

#### **Marketing Strategy:**

Developing and implementing effective marketing strategies to promote real estate offerings.

Overseeing branding and media marketing initiatives to enhance the visibility of projects.

#### **International Investor Relations:**

Managing relations with NRI investors, understanding their unique requirements, and providing tailored solutions.

Establishing trust and rapport with investors from the US, Canada, UK, and Gulf countries.

#### **Real Estate Sector Expertise:**

Staying abreast of market trends and changes in real estate regulations.

Leveraging industry knowledge to guide clients and make informed decisions.

#### **Pre-Launch Offers Utilization:**

Identifying and communicating pre-launch offers and opportunities to clients.

Ensuring clients benefit from exclusive pre-launch deals in the real estate sector.

My ability to lead a diverse team, manage international and HNI client relations, and provide valuable support and advice in the real estate domain is commendable.

## **Branch Manager**

### **Bajaj Allianz General Insurance**

Jun 2011 - Apr 2013 (1 year 11 months)

My role as a Branch Manager demonstrates a comprehensive set of skills in leadership, client relationship management, team motivation, and branch operations. Here's a breakdown of my key responsibilities and achievements:

#### **Team Management:**

Successfully managing a team of Sales Managers and Insurance Consultants.  
Providing leadership, guidance, and support to ensure the team's overall success.  
Motivating the sales team to achieve high incentives and promotion goals.

#### **Client Relationship Management (CRM):**

Developing and nurturing relationships with High Net Worth Individuals (HNIs) and Non-Resident Indians (NRIs).  
Offering priority services and customized solutions to meet the financial planning and wealth management goals of clients.

#### **Sales Team Training and Motivation:**

Conducting training sessions for the sales team to enhance their skills and knowledge.  
Motivating the team to drive high-performance levels and meet sales targets.

#### **Branch Operations Management:**

Overseeing and managing the day-to-day operations of the branch.  
Ensuring the smooth functioning of the branch and delivering timely services to clients.  
Maintaining high standards of client services and operational efficiency.

#### **HNI Client Relations:**

Developing and maintaining relationships with High Net Worth clients.  
Providing specialized and priority services to address the unique financial needs of HNI clients.

#### **Financial Planning and Wealth Management:**

Offering customized solutions to clients for financial planning and wealth management.  
Collaborating with clients to understand their goals and tailoring services to meet their specific requirements.

#### **Incentive and Promotion Goal Achievement:**

Driving the sales team to achieve high incentives and meet promotion goal sheets.  
Implementing strategies to boost team morale and encourage goal-oriented performance.



## **BDM with Birla Sun Life Insurance Co. Ltd.**

### **Aditya Birla Sun Life Insurance**

Sep 2008 - Jun 2011 (2 years 10 months)

My professional background reflects a comprehensive and accomplished career in financial planning and wealth management, coupled with successful leadership and business development efforts. Here's a breakdown of my key responsibilities and achievements:

#### Financial Future Planning:

Providing tailored financial solutions for major life milestones such as child education, marriage, family health, wealth creation, and retirement.

Guiding clients through comprehensive financial planning to achieve financial freedom and meet their specific goals.

#### HNIs and NRIs Wealth Management:

Managing High Net Worth Individuals (HNIs) and Non-Resident Indians (NRIs) wealth portfolios.

Offering personalized financial advisory services to optimize investment strategies and enhance wealth growth.

#### Customer Relationship Management:

Establishing and maintaining excellent relationships with clients through effective communication and understanding their financial needs.

Ensuring on-time commitments and delivering high-quality financial services to build trust.

#### Recruitment, Training, and Activation:

Recruiting, training, licensing, and activating freelancers, financial advisers, and business

Achieving the assigned goal sheet on the fast track for Promotion and producing high revenue growth on MOM/YOY.



## **Senior Non Commissioned Officer**

### **Indian Air Force**

Mar 1988 - Mar 2008 (20 years 1 month)

My extensive experience as a Senior Non-Commissioned Officer (SNCO) reflects a diverse and accomplished career in various critical areas within the military. Your multifaceted roles in operations, training, flight safety, supply chain management, transport management, administration, air traffic safety, hospitality, and estate management showcase my leadership and managerial capabilities. The significant responsibilities I managed during my service with the Indian Air Force.

#### Operations Management:

Training and Flight Safety

Supply Chain Management:

Transport Management:

Administration Management

Air Field Safety & CFFRO

Hospitality:

Managing facilities and amenities to provide a conducive environment for the team.

Estate Management:

Handling estate management roles and responsibilities of the organization.

## Education

### **B-Cube Digital Marketing Consulting Ltd.**

Digital Marketing Consultant, Google-Analytics, Adwords, PPC, SEO,SEM, SMM,ORM, Blogging, Content writing

2017 - 2017

### **Rooman Institute of Technology Bangalore**

MCSA, Microsoft certified System Administration

Jun 2007 - Mar 2008

### **CMT INSTITUTE BANGALORE**

DIPLOMA IN COMPUTER APPLICATION, DCA

2005 - 2005

Completed the DCA course from CMT Institute Bangalore in 2005

### **B A IN ECONOMICS & EDUCATION**

BA IN ECONOMICS, ECONOMICS,EDUCATION,SOCIOLOGY

2001 - 2004

Graduation from CSJM Kanpur University.

### **BIC Jhansi,UP**

INTERMEDIATE, SCIENCE and MATHS

1985 - 1987

Intermediate with Maths,Physics & chemistry

### **High School, Baragaon,Jhansi**

High School, Science,Maths,English,Hindi,

1983 - 1985

HIGH SCHOOL IN MATHS & SCIENCE

## Licenses & Certifications

**Diploma In Computer Application from CMT, Bangalore; MCSA & CCNA from Rooman Technology Bangalore** - from CMT Institute Bangalore & Rooman Technology Bangalore

Issued Jan 2008 - Expires Dec 2008

## **Parachute Jumping Course ( Participating in Parachute Jumping Course is a challenging and exhilarating endeavor that requires courage, discipline, and precision. ) - Parachute Training School Air Force Station Agra,UP**

Participation in a Parachute Jumping Course often requires meeting certain health

### **Skills**

Facility Management (FM) • Estate Administration • Budgeting & Forecasting • Cost Management  
• Resource Management • Environment, Health, and Safety (EHS) • Vendor Managed Inventory •  
Government Liaison • Security Information and Event Management (SIEM) • MEP Coordination

### **Honors & Awards**



#### **Assam -Bengal Service Medal - Indian Air Force**

Mar 1993

Honoured to be awarded the Assam-Bengal Service Medal by the Indian Air Force in recognition of my active service in the capital of Assam, Guwahati, for four years. This prestigious medal reflects my significant contributions, dedication, and exemplary service in a vital region for an extended period.

My commitment to duty and outstanding service in Assam, particularly in Guwahati, demonstrates the professionalism and the impact of my efforts on the overall mission of the Indian Air Force. The Assam-Bengal Service Medal is a testament to my hard work, resilience, and contributions to the security and well-being of the region.



#### **Long Service Medal - Indian Air Force**

Mar 1997

Honor on receiving the Long Service Medal from the Indian Air Force in recognition of my dedicated service spanning nine years. This is a remarkable achievement and a testament to my unwavering commitment, professionalism, and loyalty to the Indian Air Force.

Receiving the Long Service Medal is a significant honor that reflects my sustained contributions and exemplary conduct throughout the service. Your dedication to duty and the sacrifices made over the years contributed immensely to the overall success and efficiency of the Indian Air Force..



#### **High Altitude & Hard Area Service Medal - Indian Air Force**

Nov 1999

I am proud to receive the High Altitude & Hard Area Service Medal for my exceptional service in Leh, Ladakh. Serving in such challenging conditions, enduring -20 degrees Celsius temperatures, and dedicating two years at the frontlines of the Indian Air Force from 1997 to 1999 is an extraordinary achievement.

#### **Operations Vijay medal - President of india**

Dec 1999

It is indeed an honor to receive the Operation Vijay medal from the President of India for your outstanding contribution and success in the Kargil Operation. The Operation Vijay medal is a prestigious recognition that symbolizes my courage, dedication, and sacrifice in serving the nation during a critical and challenging period.