

NABEEL

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PROFESSIONAL SUMMARY

Mechanical engineering graduate and Energy Management professional with hands-on experience in HVAC energy audits, retrofit evaluations, and sustainability analytics. Adept at using tools like RETScreen, ENERGY STAR® Portfolio Manager, and Excel to identify and implement energy-saving measures. Passionate about reducing GHG emissions through data-driven optimization of building systems.

CORE SKILLS & COMPETENCIES

- Performed HVAC audits and commissioning analysis during an energy audit at Elizabeth Wyn Wood School (Algonquin College)
 - Used RETScreen, ENERGY STAR® Portfolio Manager, and eQUEST for energy auditing and modeling in academic projects
 - Modeled ECMs and re-commissioning scenarios as part of building performance assessments in coursework
 - Conducted fault detection diagnostics and wrote technical reports for energy audit deliverables
 - Studied Save on Energy and Enbridge incentive programs and applied them in retrofit proposals
 - Communicated with clients and coordinated stakeholders in both energy projects and sales roles at American Express
 - Interpreted wiring diagrams and mechanical drawings during mechanical engineering studies and building systems analysis
 - Used Microsoft Excel extensively for modeling, data analysis, and reporting in both school and work settings
 - English (fluent) | French (basic-intermediate) | Urdu (fluent)
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EDUCATION

Postgraduate Certificate – Energy Management

Algonquin College, Ottawa, ON — Completed Jan 2025

Postgraduate Certificate – International Business Management

Seneca College, Toronto, ON — Completed Dec 2023

Bachelor of Technology – Mechanical Engineering

Al-Falah College, India

PROJECTS

Energy Audit – Elizabeth Wynwood Alternate School

Algonquin College | Sep – Dec 2024

- Conducted a detailed energy audit, focusing on HVAC and lighting systems to identify operational inefficiencies
- Collected site data, reviewed occupancy schedules, and analyzed energy use patterns to support targeted recommendations
- Modeled Energy Conservation Measures (ECMs) using RETScreen, including natural gas boiler retrofits and solar photovoltaic (PV) integration
- Projected an annual energy cost savings of **41.6%**, supporting both environmental and financial benefits
- Developed a full audit report that included emissions reduction potential, retrofit cost estimates, and relevant **Save on Energy and Enbridge incentive** information

Solar PV & Wind Feasibility Studies

Algonquin College | May – Jul 2024

- Conducted individual feasibility assessments for solar photovoltaic systems and wind energy systems
 - Modeled system performance using RETScreen, factoring in local weather data, utility rates, and technology specifications
 - Conducted financial analysis including **capital costs (CAPEX), operating costs (OPEX), and return on investment (ROI)**
 - Delivered a summary report with technical findings and recommendations to guide long-term capital planning and clean energy adoption
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PROFESSIONAL EXPERIENCE

Sustainability Outreach – Zero Food Waste Ottawa (Volunteer)

VP Outreach | May 2025 – Present

- Lead local outreach to food vendors to coordinate surplus donations
- Support ESG communications and awareness campaigns

Seasonal Sales Associate – Bath & Body Works, Ottawa

Sep – Dec 2024

- Delivered high-quality customer support during peak retail season

Account Manager – American Express, Gurgaon, India

Mar 2017 – Apr 2023

- Managed a portfolio of over 200 corporate clients, providing day-to-day support, resolving escalations, and maintaining service-level agreements for high-value accounts
- Performed monthly reconciliation of corporate transactions, ensuring accuracy across billing, reporting, and expense management systems

- Acted as the main point of contact for program administrators, helping clients optimize card usage, access reporting tools, and identify savings opportunities
- Recognized with five Customer Excellence Awards for delivering consistent, high-quality service and maintaining strong client relationships
- Trained and mentored new team members on internal systems, client engagement strategies, and compliance protocols