106959-MSC-14Gk-S-2003 Material Control Supervisor

Holds a Bachelor in Commerce (Accounting) and has about 15 years hands-on experience working in material control.

PERSONAL DATA

Nationality : Egyptian Birth Date : 27/09/1981

Gender : Male

Marital Status : Single

Residence : Alexandria

EDUCATION

Bachelor in Commerce (Accounting), 2003

LANGUAGES

Arabic : Native Language

English : Good

COMPUTER SKILLS

: Windows, MS Office, Internet

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Mar. 2018 till Sep. 2018

Employer : Leeds

Project: Zohr Gas Field

Job title : Material Control Supervisor

Dates : From Oct. 2017 till Mar. 2018

Employer : Leeds

Project: Combined Burullus Cycle Power Plant

Job title : Material Control Supervisor

Dates : From 2015 till 2017

Employer : Petrojet

Project: ERC Refinery Project

Job title : Material Control Team Leader

Dates : From 2013 till 2015

Employer : Petrojet

Project : Qasr Gas Field Development

Job title : Material Control Team Leader

Dates : From 2009 till 2012

Job title : Material Control Supervisor

Dates : From 2007 till 2009

Employer : Petrojet

Project : Petrofac Projects

Job title : Material Controller

Dates : From 2005 till 2007

Employer : Petrojet

Project : Qasr Gas Field Development

Job title : Material Controller

Dates : From 2004 till 2005

Employer : Petrojet

Project: Khalda El-Salam Projects

Job title : Material Controller

Field of experience:

- Prepare Storage plan for Piping materials and fittings. Ensure that the
 proper material are delivered to site in the quantity specified in shipping
 document / purchase order and in satisfactory condition, stored in a
 warehouse or otherwise adequately maintained and supplied on time so
 that construction can proceed on schedule in accordance with the job
 Quality requirements.
- Control of Material issue for Specific Job, Stock level both at storage yard and sites.
- Maintain material purchase track record, Physical checking / verification of material against data sheets, MTO. Flow control and Coordination with stores and Fabrication shop and Painting shop regarding pre-fabricated pipe spools and structural materials with respect to ISO drawings before shifted to their respective sites.
- Prepare Material Identification Numbering such as Codification number for traceability, and maintained Material Status Report...
- Responsible for the administration and control of material receipts, unpacking, storage and issues. Update data on status of material for overage, shortage and damages reports (OSDR). Coordinate with the department head regarding the disposition of material overages, shortages or materials which are received damaged and advise where insurance claims are applicable.
- Ensure that safety regulations are observed by all warehouse personnel

- / material handling group who are loading / unloading materials, equipment and tools/tackles are in safe condition. Participate in material scheduling meetings. Conduct inventory as required by the client.
- Prepare Material Receiving Inspection Report and other related documents as per clients' requirement in speeding up systematic inspection procedures.