

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
Employer : Petrojet
Project : Kalabsha
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.