

Mohamadasfak Momin | Project Control & Planning

Location: Sharjah, United Arab Emirates

Telephone: +971 503982924/+91 8488956113

Email: mominasfak786@gmail.com/masfak841@gmail.com



Career Objective

Project Engineer (Planning & Controls) with Experience of 3+ years in Oil & Gas sector EPC/LSTK projects. Passionate about transforming organizations by implementing best-in-class operational and strategic practices resulting in creating efficiency and business values Targeting to leverage experience in **Project Planning, Procurement** and **Proposal Estimation**, preferably in Gulf Countries and India.

Core Skills

- | | |
|-------------------------------------|--|
| • EPC Project Planning & Scheduling | • Procurement & Vendor Management |
| • Techno-Commercial Bid Evaluation | • Project Billing & Progress Reporting |
| • Budgeting & Cost Control | • Logistics & Subcontracting Services |
| • Project Execution & Manpower | • Estimation & Proposal |

Software Skills

- | | |
|--------------------|--------------------------|
| • Primavera P6 | • ERP (e-promis), Wrench |
| • Microsoft Office | • AutoCAD |

Career Summary

Chemie-Tech LLC, Sharjah, UAE

January 2021 - Present

Project/Planning Engineer

Project : FEED, OBE & EPC of 12,000 BPSD Hydro Skimming Refinery Project, Azikel Refinery, Nigeria

Client : Azikel Petroleum Limited, Houston, Texas

Value : USD 170 Million

Key Responsibilities :

- To Establish, Maintain & Monitor Level 4 Project Schedule, WBS, Milestones, Activities, Relationship etc. in Primavera P6.
- Co-ordinate all tasks with vendors for Quotations, Purchase order amendment, Engineering Support, Drawings, Submittals, ITP, follows up on purchase orders as needed , Expedites deliveries and resolve problems for different packages like Waste water treatment package, Oily water separator, Fire Fighting Package, Pumps & Other utility packages, Tools Tackles, Consumables, Plant & Machineries, Project material Like Pipes, Flanges, Fittings, Sockolet, Different types of Valves, Tee, Elbows etc.
- Preparation of Monthly Progress Report which includes but not limited to Updation of PMS Sheet, S Curves, Project Schedule, Project Billing Status, Engineering, Procurement and Construction monthly progress etc.
- To assist PCM for preparation & Updating Project Budget, Resource Planning and allocation as per manpower mobilization plan of project, Forecasting CTC of project, Analyze progress lags &

propose way forward/catch up plan, Preparation of project planned cash flow & comparison with actual comparison.

- Co-ordination with Logistics Team for on time Documentation, Shipment Booking (Air/Sea Mode), Submission and follow up especially for long lead items in order on time delivery.
- Co-ordination with Freight Forwarders and Custom clearing agent for on time receipt of BL, On time release of materials from custom, resolving disputes through amicable solutions (if any), Dispute related to invoices & payments etc.
- To ensure procured items and subcontracting costs fall within budgetary allocations, propose alternate allocations, overhead approvals, review & clearing the scope of work.
- Checking & Scrutinize invoices of Subcontractors and Vendors for Civil works (Includes but not limited to Excavation, Back filling, PCC, RCC, Reinforcement etc.), Outsource fabrication works, NDT Services, Purchasing of Project Material, Tools Tackles and Consumables etc.
- To prepare Monthly Running Account Bills for the progress achieved as per approved Billing Plan.
- Organize Third-party inspection (Bureau Veritas, TUV etc.) on raw materials, Identify hold points during & after manufacturing of packages on vendor premises & to ensure compliance with project quality requirements and functional integrity of the packages.
- Co-ordination with Engineering team for Vendor Technical Bid Evaluation, BOQ Revision, timely issuance of IFR & IFC drawings.
- To estimate requirements and resources for relevant sections / work areas of a bid in terms of plant equipment, manpower & site facilities.
- To expedite construction activities at site.
- Operating, Controlling, and maintaining all project record on ERP System.

Chemie-Tech LLC, Sharjah, UAE

September 2019 – December 2020

Graduate Engineer Trainee

Project 1 : SRS Terminal Project, Hamriyah Free Zone, Sharjah

Client : Global Petro System, Netherlands

Value : USD 45 Million

Project 2 : Used Lube Oil Refinery Project, Jeddah, KSA

Client : Saudi Marjan Industry, Jeddah, KSA

Value : USD 25 Million

Learning & Key Responsibilities :

- To collect data from different departments like procurement, construction and update progress reports.
- Update and maintain construction, Engineering and vendor deliverables register.
- To participate in weekly review meetings with site team and other disciplines, to prepare draft MOM.
- Use of Navis Works & AutoCAD for 3D plan of P&IDs and Isometrics, Other Area and volume requirements.
- Co-ordination with procurement team for close out of Technical Bid Tab Evaluation & Commercial Bid Tab Evaluation and on time issuance of Purchase/Work Order.

- Allocation of Fund according to Vendor & Sub Contractor payment criticality, Site & Construction Expense, Liaison with finance department for timely payment of procurement and construction expenses.
- To assist in generation of monthly RA Bill Back up Documents.
- To prepare & update Logistics and Procurement tracker, Tracking of shipments etc.
- Update Budget sheet as per actual expense incurred.
- To prepare & maintain payment request register log.

Reliance Industries Limited, Jamnagar, India

May 2018 -Jun 2018

Summer Internship – Main Tank Farm Unit

Learning :

Learned about Basic operation & Process flow of Crude Oil and Different refined petrochemical products from Jetty to Main tank farm unit and Vice Versa. Tank Farm Units (Includes Total 98 Tanks of different refined petrochemical products, 2 Nos. Cryogenic Tanks), Learn about different drawings like P&IDs, PFD, Isometric, GADs etc.

- Learned about different types of Storage Tanks & Its function, Types of Air Compressors, Pumps & Valves, Different types of Welding methods used in plant, Bund Wall requirement & function.

Education & Qualifications

Qualification	School/Institute	Year	% / CPI
Bachelor's Degree in Mechanical Engineering	Dharmsinh Desai University, Nadiad	2019	8.43 (First Class with Distinction)
H.S.C	G.H.S.E.B	2015	72%
S.S.C	G.H.S.E.B	2013	80.83%

Academic & Volunteer Experience

- Member of ISHRAE, India (Indian Society of Heating Refrigeration and Air Conditioning Engineers)
- Achieved 2nd Position in HUNTRONICS event during Felicific 2018 at DDU Campus, Nadiad.
- **EXPO 2020, Dubai**: Plan, Coordinate and execute Cultural programs at the Indian Pavilion for the rich & fun experience of the visitors.

Personal Details

- Nationality : Indian
- Marital Status : Unmarried
- Date of Birth : 11-Jul-1998
- Current Location : Sharjah, UAE

Declaration

I hereby declare all the details furnished above are true and correct to the best of my knowledge and belief.

Reference

Available on Demand