

## BASIC INFORMATION (PERSONAL DOSSIER)

Name : **SHAJI KOMALALAYAM**  
Experienced in : Material Management (19+ years)  
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## KEY RESULT AREA (MATERIALS MANagements)

Materials Control Management	Warehouse Management	Store Management	Inventory Management
Procurement Management	Logistics Management	Transportation Management	Asset Management
Distribution Management	supply chain Management	Equipment control Management	Purchase Management
Market procure analysis Management	Vendor Management	Staffing Management	Leadership Management



## DESIRE JOBS

Senior Manager(SM)	Deputy General Manger (DGM)	Assistant General Manger (AGM)	General Manager (GM)
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## KPA/KPI - KEY PERFORMANCE INDICATER/ACCOUNTABILITIES MAIN KEY RESPONSIBILITIES

Materials Management	Material Resource Planning	Material Requirement Planning
Warehouse Operations	Material issue Management	Stores Procedure & stock control
Inbound & outbound materials plan	Technical data documents	Materials receive procedures & Inspection
Procure to Pay	Vendor Strategic Sourcing	Quotations and Tenders Follow up
Vendor Development	Packing System	Method and Measurement strategy
Operations Management	Research Management	Hazards all type of Materials Management
Relationship Management	Microsoft office Knowledge	Global and international Experience
Equipment & Rigging Management	Strategic Planning &Implementation	Quality Assurance Management
Document Management	Custom Clearances Management	Client Inspection & Coordination
Cost Control Management	Scrap & Waste Disposal Management	QA/QC inspection coordination & follow up
Shipping import and export	Reconciliation materials	SAP & ERP (Integrated Materials Management)
Reports-Daily, weekly, monthly	HR staffing &Training	HSE-Health, Safety & Environments
Audit Internal and External	Manpower Resource	Project Handover & Management
Inventory accuracy	Demand Planning	Strategic think, Planning & Implement
Time Management	Artificial intelligence	Sourcing Management
Stakeholder Engagement	Material Flow	E commerce procurement and logistics management
PMC	EPC	EPCM
Subcontractor	Quality Management	Customer Satisfaction



## WORK EXPERIENCES (19 YEARS) KSA, UAE, QATAR & INDIA

### WS TRADING PVT LTD (DREAMSOUQ) ASSISTANT GENERAL MANAGER -PURCHASE/LOGISTICS (PROCUREMENT) INDIA

December 2019 - Still

Social e commerce Company -WS Trading Private Limited (Dreamsouq)  
Head Office materials management Department (online direct and indirect Procurement)

- Procurement strategies maintaining ethics in accordance with the company policy.
- Planning /implement /follow up/ screening/guide/motivation/ reward /promotion.
- Negotiation price/rate analysis/ bid evaluation.
- Bulk purchase.
- B2B/B2C/fulfilment/stock control/warehouse rent.
- Market and procurement intelligence.
- Quotation finalize.
- Vendor management and performance.
- Vendor sourcing/development/sustain/support.
- Purchase procedures.
- Vendor registration.
- Vendor payment.
- Point systems/redeem /cash back/repurchase.
- Product and category development.
- Compo offer/discount /daily offer/promotion /seasonal offer/bulk offer/future opportunity and challenges.
- Data analysis/phone calls.
- E commerce development / research.

- Online business.
- Market research and analytics new deployments and sustain the business.
- Business volume increase profit increase and company revenue high.
- Front end and back end development.
- Training /meeting/test/skill development.
- Verbal communication - over phone and all other channels.
- Written communication and e mail other sources.
- Information technology& services /internet /google search specialisation in right key words for find out sources.
- Return policy materials and payments.
- Damage and fake order control with screen of final solution.
- None perform vendor and supplier analysis.
- Shortage /over issue / incorrect product supply make document and finalization of issues.
- QA /QC coordination make conformity of genuine product verification and inspection.
- Quality test and approval coordination with documentation.
- Contract and analysis.
- Ownership of entire procurements work.
- Direct and indirect procurement.
- Local /global/international procurements.
- Entire procurement team mange and archive the company target and goal with cost saving and business increase of revenue.

#### **EKK INFRASTRUCTURE LIMITED (EKK)**

#### **SENIOR MANAGER- PURCHASES & STORES**

**INDIA**

**October 2016 - November -2019**

Client: NHAI-4 LINE Thalassery to Mahe Bypass Road Project - Kannur -Kerala (National Highway Authority of India) Feedback.  
Project and Head Office materials management section (procurement and Warehouse)

- Right time, place, material, cost, quality, quantity deliver with Development of proper systems and procedure get business acumen.
- Safe/optimum/buffer stock/move & non move Material control by all areas, plan, inspection, functions.
- Material control procedures submission and Company standards material stacking implement & check.
- Purchase requisition/indents/ Receipt of materials, issue and control and after material calibrations control and issue.
- Spool control and colour code system with tag and Engineering isometric drawing review material.
- Material control-material software control-MC material code-MS material specification-spare parts control-tool box control-company asset code control by register and issue same method to sub-contractor also-BM bill of material-covering material with tarpaulin-wooden box-bin card systems-wooden cutting edge peace for stacking material-alpha numerical material item code use-pending delivery notes without invoice report-major purchase report-temperature control report-PMV plant machinery and vehicles all spare parts control by part number-fuel control register and system update.
- Material control planning and implementing and Fabrication material control and without wastage.
- Material nature storage as per specification and BOQ schedule, storage parameters plan, Stock transfer.
- Material coordination-right time-right place-right quantity-right quality-right source-right material-right cost-without delay material hand over to site people or sub-contractor-site to office coordination important-incoming material report and issue material report all type-site fabrication coordination-on line stock control system in SAP and physical stock-material delivery note and invoice with packing list send to accounts department for the payments.
- Goal & Target Achievement of company policy and procedure follow with proper plan schedule general management.

#### **NASSER S. AL HAJRI CORPORATION (NSH/GACC)**

#### **MATERIALS MANAGER**

**KSA**

**September 2016 -September 2016**

3<sup>rd</sup> project-Client: MA'ADEN Aluminium, CRU Project (Ras Al Khair, Saudi Arabia)

- Demonstrated ability in stores accounting including recording details of stock movements and balances in terms of financial value.
- Forecasting to plan future orders and Optimized inventory & strategic stock items.
- Identification of quality materials from vendors at less rates and production/manufacturing and Construction.
- Warehouse operation system full control, Warehouse material segregation and layout plan, tag, rack no, location no.
- Company WH policy maintained & implement and Material allocation and warehouse plan.
- OSID report make and send to vendor for delivery and follow up and hazardous analysis and critical control points.
- Receive-store area control-cold storage-paint room-gas and cylinder area-hazards area control-preservation monitor our team and sub-contractor our scope material also-corrosion-lay down layout control container stock control-all material lay down area control-gate pass-lay down and gate security control-OSND report overage, shortage, in correct material, damage-take photo-send to vendor-if transport problem send to them-delivery-invoice-packing list-letter credit-credit invoice-commercial invoice-debit note and credit note for other project material handover receiving and issue-gate pass for material issue report and return-FRR field receiving report-MRN material receiving note-SRV store receiving voucher.
- Issue-site required material-authorized signature control through issue-BOQ budget of quantity-line number wise-area wise-isometric drawing wise-MTO material take off-MDS material dispatch slip-approved drawing line number wise issue with authorized signature to subcontractor-revision drawing also issue material or return-free issue and chargeable issue-MIS material issue slip-MIV material issue voucher-SIV store issue voucher-Preparation of Material Request from Sub-Contractor .Such as S/ steel pipe F304-F316.F321,A105.A106. F15, Carbon Steel. Alloy .Bolt. Nut .Spiral Wound Gasket. Valve, Special Item & Consumable Pipe supports Materials.

#### **GULF ASIA CONTRACTING COMPANY (GACC/NSH)**

#### **MATERIALS CONTROL MANAGER**

**KSA**

**July 2014 - August 2016**

2<sup>nd</sup> project-Client: MA'ADEN Waad Shamal Phosphate Company- Ammonia (Ras Al Khair)

- Proactive in defining and describing all items of materials in stock including the preparation of a stores code, the adoption of materials specifications and the introduction of a degree of standardisation.
- Receive materials, material tag, location, barcode and Confirm all stores procedures are following properly.
- Well conversant in receiving, storing and issuing materials, supplies, tools and parts, to input and track data, and to maintain computerized inventory control records
- Stock verification ,documents and storage cross check and Stock control, bin level, shelf life shelving, accuracy ,ABC analysis ,FIFO,LIFO
- Inventory control-ABC always better control analysis-VED vital, essential, desire analysis-material control-FSN fast, slow, non-moving-XYZ bulky, medium, bulky, non-bulky -LIFO last in first out-FIFO first in first out-stock maintain-optimum material stock-not maximum or minimum-psychical cross checking material and systems-tool register
- Letter of credit, Packing list, commercial invoice, bill of lading, delivery note and Inventory control & Company Asset control
- Equipment Control in material lay down area and Company Asset control & code issue.
- Asset control-asset number wise project sequence -major equipment control-material planning.
- Material specialist-rotating equipment-static equipment-different type of equipment check list-daily-twice in week- weekly-monthly-MAR material approved request-MRR material receiving report-material approved vendor list-MSC material specification of client requirement of project material use-IRN inspection release note-3D model MTO using-

#### **NASSER S. AL HAJRI CORPORATION (NSH/GACC)**

#### **MATERIALS MANAGEMENT MANAGER**

**KSA**

**March 2013 – June 2014**

1<sup>st</sup> project-Client: JERP-Jubal Export Refinery Project PKG-1, UNIT-111,  
TRG-Tecnicas Reunidas Gulf Co. Ltd (AI- Jubail)

- All procurement activities in terms of quantity, quality, spec, cost, time deliver and as per company Policy and procedure follow strictly.
- Procurement team required to build, dedicated, ensure closer coordination.
- Payment terms and delivery of supply control with vendor as per bid pricing.
- Expediting/contract management/Procurement control/LPO/FPO/BPO/HPO.
- Critical materials more focus, plan and execution in practical way and P2P transformation.
- Expediting/Procurement control-enquiry-purchase bid analysis and evaluation-vendor development and selection-cost analysis-comparison sheet prepare-approval PO purchase order-LPO local purchase order-FPO foreign purchase order- from higher authority approval-availability material-CC caring cost-OC ordering cost control-lead time control-buffer stock and safety stock-re order point by time and quantity wise-indent rising-quotations-negotiation skill-material request-purchase request.
- Efficient in checking and accepting from all sources (vendors, production units, repair units etc.), all materials and parts including supplies for procurement of store material.
- Collection, negotiation, evaluation & comparison of quotation and to enable purchase function carried efficient from MR to WH delivery.
- Enquiry & find approved vendor /release purchase order, request, vendor, quotation, MIS reports.
- Receipt of quotations /comparison statements/ERP develops and new sources of supply & negotiation skill.
- Vendor T&C, schedule, commercial aspect, selection, contracts & agreement.

#### **S K ENGINEERING & CONSTRUCTION COMPANY LTD (SK&EC)**

**UAE**

**November 2010 – February 2013**

Position: Senior Materials Controller

-Client: TAKREER/ADNOC/JACOBS

1st Project: Takreer- RRE Project, EPC #1(Ruwais Refinery Expansion Project) (Abu Dhabi, UAE)

- Daily mass quantity of materials for dispatch of dispatcher Inbound and outbound control fulfilment of services.
- Logistic and supply chain-transport coordination with our company PMV and third party transporter-logistic coordination-transport-distribution-transport trip sheet-sea shipment-air cargo-airway bill status-rail-pipe line-transport inland outland report and update in system-MSSR master shipping status report update and control-inbound and outbound-tracking system-file update-file record control-all documentation control very systematically and numbering wise-we follow the ISO standards-export and import control-route map control to drivers.
- Forecasting material delivery schedule and plan and ensure the proper arrangements of materials on time.
- Heavy equipment and container stack special wide area.
- Logistics-maximum utilization and route planning-time schedule-cost control and reduce-supply chain fully control-2P-3P methods-central warehouse station-region control office-various risk assessment-GPRS-tracking systems-various transportation mode, air ,road, sea, rail, pipe line & courier and speed post.
- ETD, ATD, ETA, ATA control and update with Priority wise material delivery and issue Production and maintenance support delivery.
- Floating of enquires, follow up to ensure proper delivery and Material gate security & GP control warehouse.

#### **CONSOLIDATED CONTRACTORS INTERNATIONAL COMPANY S.A.L (CCC)**

**QATAR**

**October 2006 – October 2010**

Position: Senior Store Keeper

Client: Overseas Bechtel INC.V & (NDIA) (CP17)

3rd project- GTL project, Gas to Liquid Project (Doha, Qatar)

- Market research for new materials & developments. Audit internal conduct & external preparation.
- All type discrepancies find out, short out and block the repeat problem.
- Chemical, paint and oil control as per standards MSDS and Fire extinguisher and cylinders store in special area.
- MSDS file control and well maintain HSE company policy and Oil, lubricants, paint, chemical separate WH.
- AC warehouse temperature log sheet control for materials preservation and Location of material as per the nature of materials
- Progress/achieve/target/goal meeting attend daily Internal and external meeting conducting.

- Conduct meeting with, planning, QA/QC, P&E meeting with section managers & higher management Material coordination with all Dept.
- Issue materials to as per schedule and all material transaction & WH lay down layout plan and arrangements.
- Ensure timely delivery and clearness of goods more over transportation arrangement if required statutory Documents.
- Arrangements of transportation & statutory documents and supply chain optimization and operation. Monitoring logistic operations viz., Sea freights & inland transportation up to factory warehousing. Coordinating with Custom House Agents, Other external agencies for ensuring timely clearances and cost effective transport solutions. Negotiating with transporters. To ensure seamless & cost-effective movement of consignment.

#### CONSOLIDATED CONTRACTORS INTERNATIONAL COMPANY S.A.L (CCC)

**QATAR**

Position: Senior Store Keeper

2nd project- New Doha International Airport Project-NDIA-Air Traffic Control & Support Facilities (CP17) (Doha, Qatar)

- Rigging-work permit-special and normal-heavy lifting-start up meeting-instruction about work -what to be done- how to do-why do be done-explain to co-workers and clear doubt and then only action-planning first-major and monitor rigging control site-tools colour code and inspection-loading and unloading-safe work-staff issue material status by employee number record in system.
- Equipment Control-Without idle time plan for work, schedule work assign, planning and design job, material receiving and issue purpose use, safety strictly follow up the safe work, all type equipment as per requirement only assign and work finish immediate release, whether condition follow up.
- Organization process flow, structure, procures and material control procedures submit & approval from client.
- Material mobilization and de mobilization and Corrosion find out and immediate solution.
- Keen-eyed in examining of incoming consignments for quality of goods that are inspected by stores to ensure that the inspection procedures laid down are carried out before materials are accepted into stock.
- Material inspection control, ITP, MAR & MRR approval. Material Preservation team follow up vendor procedure.
- Visual inspection/detailed inspection (received & return) PMI control material side company policy.
- QC/Inspection- material approval and coordination with our QC and client specialist-inspection-MTC material test certificate-MSDS material safety data sheet-ITC inspection test certificate-TPI third part inspection-control of special items time to time check-NCR non confirmatory certificate-CAR correction and changes required for approval-material inspection status report update-paint certificate-galvanizing report-CC calibration certificate-PT pressure test material-ITP inspection test plan-PQP project quality plan.
- QC/Inspection, ITP, coordination corrosion team approval on the basis of specification, price & quality.
- NCR & CAR, rectify & find solution Material approval from client inspection with IRN Material test certificate follow up & submission.

#### CONSOLIDATED CONTRACTORS INTERNATIONAL COMPANY S.A.L (CCC)

**QATAR**

Position: Senior Store Keeper

1st project- Ras Laffan Industrial City, Qatar Gas (RLX/RGX Project) -Client: RASGAS , Doha, Qatar)

- In-depth knowledge of stock records of documents which record day to day operations, full particulars of individual receipts, issues and balances of materials in stock.
- Material Documentations/file system/ company standard and Documentations-file update-file racking system and methods-file record control-all documentation control very systematically and numbering wise-we follow the ISO standards-project specification-auditing-company members of HQ-client auditing-third party auditing-internal and external report.
- ETA/ETD/ATA/ATD log sheets control of inward and outward and Check post clearance and delivery.
- Cost effective materials control and 65 % of material cost involve in project or production use in all material control areas.
- Material debit note and credit note and Scrap control and disposal of expired material. Disposal of scrap, surplus, reconciliation, ISO.
- Highly skilled in managing materials dispatched to customers from the finished goods store or from one store to another at different location require to be packed.

#### SJR GROUP PRIVATE LTD (SJR)

**INDIA**

**December 2005 – September 2006** Position: Store In-Charge -Client: Buyer/Costumers high race building (Bangalore, India)

1st project-Scope: Construction, flat furnished, U/parking, covered Sports area, swimming, diving pools, shops, facilities,

- Shipping, road, sea & cargo control chart delivery check and Shipping clearness, customs Excise rules & regulation.
- Legal aspects follow very strictly and Surplus material, back charges to subcontractor.
- Reconciliation and Project hand over and Material return, material used/reused/scrap mention.
- Reconciliation-scrap report-receiving and issue report-cost code base report-manpower-equipment-lost-damages-shortage-total report of material related report. surplus material collect
- Comprehensive knowledge of Materials management, warehouse, procurement, store, purchase, logistics and supply chain ,transportation, materials software control SAP, ERP, WM & MM module /Oracle/VB/Visual FoxPro /Tally experience in construction/ production/manufacturing.
- Yearly report, monthly report, weekly report, daily report, MSDS report, shipping status report, cargo status report, transportation report, Transaction validation report, material total summary report, vendor wise material report, item wise report, material wise report, price wise report, logistics or transportation report, material type or category wise report, MRN, MIV, SRV, SIV, FRR, FIN, MRR,MIS,MIR, IRN, MTC,OSDI Report, MR,LPO,PO,FPO, PMI status and report, Debit note, credit note, materials cost code wise report, cold storage temperature report .
- report-major equipment purchase report-high cost report material-hazards report-site to site transfer report-Statements -material code wise-material description wise-stock statement-stock recode-vendor wise-price wise-quantity wise-date wise-cost code wise-asset code wise-receiving number wise-issue number wise-Transactions-material receiving report-material issue-material receive return-material issue return-material request make-purchase order make.

**LARSEN & TOUBRO LIMITED COMPANY - ECC DIVISION (L&T)****INDIA****April 2001 – November 2005** Position: Store Keeper -Client: KSEB (Kerala State Electricity Board)

2nd project-KSEB work II phase Hydro Electrical Power Project Kuttiyadi ( Kerala, India)

- Promote training, reporting staff's skill up gradation, motivation of subordinate, maximum support for co-workers & continuous improve.
- Material & manpower safety tool box training for executives and Material specialist / computerised WH SAP control.
- HSE-Health, safety & environment in material and Material loading and unloading as per HSE procedure follow.
- Rigging material team HSE rule strictly follow up and Hazardous material procedure inspection with Work area hygiene as per good housekeeping practices.
- HSE-Health, safety and environment-safety first-no risk-safe work-no incident and accident-HSE policy monitor-PPE control in material dept. in inside warehouse and lay down area strict-tool box meeting daily-work permit approval-daily housekeeping-warehouse area neat and clean-PPE staff register.
- Administration and staffing in material section and Material manpower staffing and control. Microsoft outlook
- Administration- skill staffing of material post -manpower control and duty-vacation time schedule control-time sheet-overtime control-cost code control and monitor-strong communication--explanation-presentation skill-client meeting coordination and conducting with sub-contractor - vendor-material outside flow control-inside office SAP MM module control-warehouse equipment's and vehicles control.

**LARSEN & TOUBRO LIMITED COMPANY - ECC DIVISION (L&T)****INDIA**

Position: Store Keeper -Client: Govt. of Karnataka &amp; NHAIK

1st project- Scope: Thumkur Sira4 Line Road Project (Bangalore, India)

- Project hand over-ensures compliance with procurement procedures, controls and integrity in the procurement processes. Planning, execution of procurement and logistics activities to meet projects requirements with regards to costs and schedules. Excise duty-VAT- strong statutory knowledge Apply cost effective procurement tools strategies Developing procurement procedures (Bidding/Bid Handling, Vendor Selection, Technical/ Commercial Evaluation, Delegation of Authority, Post PO Management).Contracting, procurement, expediting, shipping, importation, customs procedures, logistics, materials control at site, client CPM based procurement.
- Client all material issues handling and solve and Client side control and strategy implements.
- EPC materials management system forward. And EPC material control and sub-contractor.
- Work order and debit note to subcontractor and Sub contractor material control though end user.

**PROJECTS ACCOMPLISHED**

Road 4 line NH Bypass Project	-NHAI-National Highway Authority of India / Feed Back/EKK - GHJV
Can Reclamation Unit Project	-MA'ADEN Rolling Mill / Mining Company/ FLUOR/NSH
Petrochemical /Ammonia Project	-MA'ADEN Ammonia / FLUOR / DAELIM/GACC
Jubal Export Refinery Project	-JERP/Tecnicas Reunidas Gulf Co. Ltd / NSH
Ruwais Refinery Expansion Project	-TAKREER / ADNOC / JACOBS/SK&EC
Oil and Gas Project (Onshore)	-RASGAS/CCIC
Airport Project (Offshore)	-Overseas Bechtel INC.V /NDIA-New Doha International Airport/CCIC
Oil and Gas Project (Onshore)	-RASGAS/CCIC
High Rise Building & Villa Project	-SJR SPENCER
Hydro Electrical Power Project	-BHEL- Barth Heavy Electrical Limited /KSEB-Kerala State Electricity Board/L&T
Road 4 line NH Bypass Project	-NHAI- National Highway Authority of India/ L&T

**SKILLS & ENDORSEMENT**

Effective Communication Skills	Flexibility and Analytic Skills	Problem Solving Skills	Motivation Skills
Training & development Skills	Negotiation Skills	Time management skills	Multi Task
Leadership Skills	Team Building & Management Skills	Presentation Skills	Planning Skills
Interpersonal Skills	Organization skills	Decision Making Skills	Adaptability Skills

**TECHNICAL KNOWLEDGE - MATERIALS MANAGEMENT SOFTWARE KNOWLEDGE- END USER**

SAP	MM MODULE	WM MODULE	SM MODULE
ERP	MATERIALS MANGEMENT	STORE MANAGEENT	WAREHOUSE MANAGEMENT
ORACLE	VB	VISUAL FOXPRO	ESM MODULE

- ❖ ERP - Materials Management Software ,Procurement and Warehouse(EKK)
- ❖ Field Material control Systems - (FMCS - DAELIM)
- ❖ SAP/ERP Material Management System MMS & FOCUS (NSG-GAC)
- ❖ Integrated Material Management Systems (IMMS- SK&EC) - Version 7.10 in SAP
- ❖ Barcode Production & Construction Management (BPCM) ERP (SK&EC)
- ❖ Talisman Software - Version 7.10 in ERP, Oracle (CCC)
- ❖ Tally Software - Version 6.2 - Tally ( SJR)
- ❖ Sema Software- Version 6.10 - Visual FoxPro (L&T)





## PROFESSIONAL EDUCATION

- ❖ **MBA** Master of Business Administration  
Specializations in Logistics & Supply Chain Management (Bharathiar University)  
FACULTY OF SOCIAL SCIENCES MANAGEMENT - 2015
- ❖ **PGDMM** Post Graduate Diploma in Materials Management  
FACULTY OF ENGINEERING AND TECHNOLOGY (Annamalai University) - 2013
- ❖ **DPE& IM** Diploma Programme in Export & Import Management  
National Institute of Labour Education & Management (NILEM) - 2008
- ❖ **DEGREE** Bachelor Degree of Arts BA - History  
FACULTY OF HUMANITIES BACHELOR DEGREE IN ARTS (Calicut University) - 1998



## CAREER DEVELOPMENT - ACCREDITATIONS - PROJECT MANAGEMENT PROFESSIONAL TRAINING

- ❖ **PMP** Project Management Workshop Certificate - PMP training - TRACCERT, CANADA  
Training Accreditation & Certificate Organization - 2016
- ❖ **PMP** Project Management Workshop Certificate - PMP training - KSTC, SAUDI ARABIA  
Knowledge square training centres  
- 2016



## IT SKILLS CERTIFICATE

- ❖ **DCH** Diploma In Computer Hardware - Info Tech Calicut - 2001
- ❖ **DE&SO** Data Entry & Software Operations - L.B.S Centre for Science & Technology - 1999
- ❖ **DESC** Data Entry Speed Certificate - L.B.S Centre for Science & Technology - 1999



## GOOGLE CERTIFICATION

- ❖ **TFDM** The Fundamentals of Digital Marketing - Google Digital Unlocked - Issued March 2020, No Expiration Date.  
(The Open University, EMEA Google Certification & IAB Endorsed Europe) Credential ID 3GF 97F K23



## CAREER DEVELOPMENT - PROFESSIONAL MANAGEMENT CERTIFICATES

- ❖ **PB** Procurement Basics - Rutgers the State University of New Jersey and offered through Coursera Certificate.  
Issued June 2020, No Expiration Date, Credential ID 7UL7EKG8FN4R.
- ❖ **P&SI** Procurement and Sourcing Introduction - Rutgers the State University of New Jersey and offered through  
Issued June 2020, No Expiration Date, Credential ID VFN32SH8QURB.
- ❖ **L&M** Leadership and Management - ELC eLearning College, Issued June 2020, No Expiration Date.  
Credential ID 467419 LC67339
- ❖ **SCM** Supply Chain Management - ELC eLearning College, Issued June 2020, No Expiration Date.  
Credential ID 467419 LC66511
- ❖ **PM** Project Management - ELC eLearning College, Issued June 2020, No Expiration Date.  
Credential ID 467419 LC68235
- ❖ **W&MH** Warehouse & Material Handling - ELC eLearning College, Issued May 2020, No Expiration Date.  
Credential ID 467419 LC64449



## CAREER DEVELOPMENT - PROFESSIONAL TRAINING CERTIFICATES

- ❖ **IAWSM** Introduction to AWS Marketplace - AWS Training and Certification, Issued May 2020 No Expiration Date.
- ❖ **IEC2AS** Introduction to EC2 Auto Scaling - AWS Training and Certification, Issued May 2020 No Expiration Date.



## CERTIFICATE OF RECOGNITION / APPRECIATION / ACHIVEMENT OF SAFETY AWARDS

- ❖ Certificate of Recognition as a Material Manager, GAC-FLUOR-Ma'aden Umm Wu'al phosphate project Ammonia II Plant Ras al Khair Saudi Arabia.(05-09-2016 )
- ❖ Certificate of Recognition as a Material Manager, GAC-DAELIM-FLUOR-Ma'aden Umm Wu'al phosphate project Ammonia II Plant Ras al Khair Saudi Arabia.( September 2015 )

- ❖ Certificate of Appreciation for Outstanding Material Control Performance & Lasting Contribution, SKE&C-TAKREER –Abu Dhabi Oil Refinery Company, Ruwais Refinery Expansion Project. (March 2012)
- ❖ Certificate of Achievement for High Standard for Working Safely, CCC-BECHTEL-NDIA-New Doha International Airport Project. (April 2007)



#### ACHIEVEMENTS IN COMPANY NEW IMPLIMENTS

- ❖ Design and Support with new development of Automatic material management system MMS.
- ❖ Computer applications in Materials Management all functions.
- ❖ Improvement in the system of receives and issue of materials new implementation.
- ❖ Implementation of ISO system in Materials Management functions with proper documentation.
- ❖ Computerization of Materials functions in the project.
- ❖ Material code creation, SKU, location design, warehouse RAK design & material yard laydown layout design



#### LANGUAGES

- ❖ English, Hindi, Malayalam (Read, Write, Speak)
- ❖ Tamil & Kannada (Speak only)
- ❖ Arabic & Telugu (Speak beginner)



#### SAFETY TRINING & SEMINAR ATTENDED

- |  |  |
|--|--|
| ❖ Leader Ship Training.                | Work Permit Procedures.                              |
| ❖ Fire Fighting.                       | Crane & Forklift Warehouse Lay down Work Procedures. |
| ❖ Safe Loading & Unloading Procedures. | Seasonal Health & Work.                              |
| ❖ First Aid.                           | Manual handle materials lift                         |



#### PERSONAL DETAILS

##### Driving License:

Holding a valid GCC Driving License UAE and India

##### Reference No:

As per your requirement I will provide.

##### Personal Details:

Date of Birth: 20/02/1978  
Sex: Male  
Marital Status: Married  
Nationality: Indian

##### Passport Details:

Passport No: Z3781524  
Place of Issue: Kozhikode  
Date of Issue: 18/06/2019  
Date of Expiry: 17/06/2029

##### Advice for Contacting:

I'm always open to conversation, networking with like-minded professionals or discussing future prospects. Connect with me on Linked In or contact me shajikommalalayam\_2006blr@yahoo.co.in.

(Shaji Komalalayam)