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FALCON ID # 31082

Maintenance / Senior / Contracts Engineer

Residential Country : Qatar Nationality : Qatar
Resume Title : Contract Engineer Notice Period : 30 Days

EDUCATION

Qualification	Institute / College /university	Year	Country
B E / B Tech		0000	India

CAREER SUMMARY

Position	Employer	Country	From Month/ Year	To Month/ Year
Contract Engineer	Reputed Company	Qatar	01/2013	09/2015

ADDITIONAL CERTIFICATE AND TECHNICAL QUALIFICATION

Name Of The Course	Course Date	Valid Upto	Name Of Organisation
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Current Salary (Monthly In Usd): Not Mention Expected Salary (Monthly In Usd): Not Mention

Additional Skills :

Competencies

? Contracts drafting, implementation & administration ? Strategy Development ? Tender Preparation ? Materials management ? Procurement ? Strategic Sourcing ? Category Management ? Market research & analysis ? Supplier development ? Supplier management ? LOGIC & BIMCO supply time ? Audit & Compliance ? EPCM ? Risk Assessment & Mitigation

A dedicated and hardworking professional with over a decade of experience ; including 9+ years

of effective and productive industry experience in India, Oman, State of Qatar with focus in contracts and procurement activities in the field of oil and gas projects & turnaround. Presently associated with Qatar Shell GTL Limited (QSGTL), Doha as Lead Technical Buyer & Contracts Engineer –Turnaround & Projects.

Proficiency in handling planning, executing projects. Ability to successfully manage multiple priorities and assignments and to work with diversified nationalities in a multi-cultural environment. Expertise in developing & implementing strategies for the organisation & align it to the business objectives. Well versed with all the functions of Contracts and Procurement from bidding to contract close outs and beyond. Effective communicator with exceptional relationship management skills & ability to relate to people at all level.

Adept in procurement for large production facilities and plants, major commodities managed are Mechanical Items (Static & Rotary), MRO (including Pipes, Valves & fittings), electrical & instrumentation packages for various projects and turnaround, Work over, Wireline, Wellhead & Downhole equipment, Construction & Production equipment and services.

Achievements

Recipient of the "Pride in Production" award for outstanding and energetic performance in Qatar Shell.

Core member of CP team to have successfully delivered first mega Turnaround for Qatar Shell GTL plant.

Developed strategic suppliers and negotiated contract agreements. Extend all critical Global EFAs (Enterprise Frame Agreements) to Qatar.

Managed reduction of the supply base and cost saving

Conceptualized and implemented IT enabled tool for expediting deliveries.

Additional Information :

Enhancement of Policies & Procedures

Contribute in preparation & amendments to CP policies, procedures and systems with a view to enhancing their effectiveness in the light of changing requirements.

Compliance with all safety rules, life savers and HSE & Risk Management Policies.

Tender Planning, Strategy Development & Implementation

Develop, plan, and implement contracting strategy to meet company's purchasing commitments and ensure strategies are aligned with business requirements.

Ensures that proper tender document is compiled and completed from technical, contractual, commercial, financial and legal point of view as well as ensures that all relevant criteria are approved and included in the invitation to tender.

Develop the format and scope of contracts, and ensure the engineering, commercial, legal and other requirements are properly and accurately described in the contract documents. Prepare pre-qualification criteria and solicit and evaluate bids for their adequacy to meet the specific work requirement. Participate in prebid technical discussion with vendors & indenter, follow-up evaluation of bids and carry out commercial assessment.

Performs all the above tasks in respect of Tenders assigned to self, which are complex and of special nature. To ensure that tendering process is in compliance with Company's policies and procedures.

Negotiation with Bidders/Contractors

Prepares the necessary paper work and participates at negotiation meetings with bidders, whenever included in approved negotiation committees. Maximize achievement of preset of Company objectives.

Liaise with legal department to obtain legal advice on the contractual deviations.

Tender Evaluation, Award & Project Closeout

Prepares the techno-commercial evaluation of bids and proposes for management approval the recommended Contractor with justification and basis.

Prepares the Letters of Award to the approved Contractor as per Delegation of Authority and plans and ensures timely execution of the Agreement.

Follows up with Users to close out the Agreements in time. Ensures that the job is awarded in a timely manner to technically and commercially competent Contractor at the most acceptable level.

Guidance to Users

Serve as an operational and technical resource to all of procurement staff in the communication and resolution of purchasing systems issues; negotiate successful resolution to problems or concerns; educate them about processes and procedures.

Variation order/Claim Management

Reviews and evaluates claims in light of contractual obligations and clauses; prepares recommendations to settle such claims.