



Falcon Multi Services Ltd
201, Creado, Juhu Chruch Road, Juhu Mumbai 400049

Personal Information

Candidate id	6784
Name	Ibarra Hapis
Date of Birth	1972-03-10
Salary (in USD)	3000/Per Month
Industry	Oilfield Services
Sub Industry	CAD / CAM
Nationality	Philippines
Primary Language	English,
Secondary Language	English,
Total Years of Experience	13

Additional Information

Roles and Responsibilities	Additional Skills/Certification
Raise & process RFP, follow-up & expedite, materials inspections, receiving stocking & control, issuance & updating into database. Check BOM, MTO & necessary docs before releasing materials required on site. Coordinate with other departments regarding the materials or requisition status. Prepare & send customized weekly materials report. Conduct regular & cycle materials inventory. Raise OS&D or discrepancy materials report & resolve the issue as soon as possible. Annual evaluation of warehouse crew base on their performance & KPI's. Bagging & tagging of materials to be used for a specific job or drawing & allocate location for each materials especially for oil & chemicals to ensure it complies with HSE standards. Attend daily tool box meeting & raise a concern to solve any issue that raise by any dept or HSE.	Adept knowledge in microsoft office apps, some materials database applications such as IPMS, stock & roll & stand alone ms access database. Good knowledge & experience in oil & gas materials & warehouse operations. Manpower delegations & supervisions.

Education Summary

Course	University	Passing Year	Country
Industrial Electrical Technology	Meralco Foundation Institute	1994	Philippines

Career Summary

Position	Employer	Country	From	To
Sr. Storekeeper	Boskalis Phils., Inc.	Philippines	11/2022	02/2028

[To View Contact Number, Kindly drop an email to hr6@falconmsl.com](mailto:hr6@falconmsl.com)