



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

Personal Information

Candidate id	6823
Name	IBRAHIM SHIEK
Date of Birth	1968-08-01
Salary (in USD)	3000/Per Month
Industry	Procurement & Construction
Sub Industry	Planner / Scheduler
Nationality	India
Primary Language	English,
Secondary Language	Hindi,
Total Years of Experience	21

Additional Information

Roles and Responsibilities	Additional Skills/Certification
As a Material Coordinator my main Responsibilities are to Ensure the Material management scope is to be Executed in a safe and Proper Manner at all the time in Line with Company's Approved work procedure & HSE Norms • To be responsible for the promotion of Company's safety, environment and quality policies and programs, and carry out HSE specific duties and responsibilities related to the job performance • Ensure production / Construction and Repair activities Remain on schedule due to timely planned Deliveries of Required Materials, Equipment's, Tools and Consumables to be followed up continuously Classification with procurement dept / buyers Provides management direction and oversight to include overseeing day-to-day materiel operations. This may include but not limited to inventory reporting, proper materiel storage, Materiel receiving, shipping and preparation of all supporting documentation	GRN, Reporting, Labeling, Tagging, Maximo ,SAP/R3, M.S Office 2010 / International codes & Standards, Piping / E & I / Structural / Packing / , Work pack / Job Card, EPC, OS&D,

Education Summary

Course	University	Passing Year	Country
Mechanical engineering	board of technical education	1989	India

Career Summary

Position	Employer	Country	From	To
Material Coordinator	Milaha Ship repair and fabrication	Qatar	02/2023	10/2025

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