



Project Management Team Professional with 15 years of experience in oil & gas industries (upstream and downstream). A team player who demonstrate skills in planning and control, interface and resource Honest, integrity, and having strong interpersonal skills: proven ability to work well with individuals at all levels management in order to achieve project deliverables within the constraints of cost, time and performance.

JANI SUMITRO PARDOSI

Contact

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Training

- Basic First Aid and Firefighting Training
- Man Management
- Achievement Motivation
- Project Management

Education

Bachelor degree, Sumatera Utara University

Experience

➤ PT. Bojonegoro Bangun Sarana (PT. BBS)

Assignment : JTB Unitization Gas Project, Bojonegoro East Java
Period : Maret 2021 – Present
Position Held : Project Manager
Duties and Responsibility :

1. Manage the relationship with the client and all stakeholders.
2. Establish and maintain relationships with third parties/vendors.
3. Assist in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
4. Develop a detailed project plan to monitor and track progress
5. Strong interpersonal and communication skills
6. Report and escalate to management as needed.

➤ Rapid Infrastruktur Indonesia

Assignment : Batik Project Sugar Plant, Waingapu NTT
Period : July 2020 – February 2021
Position Held : Construction Manager
Duties and Responsibility :

1. Plan ahead to prevent problems and resolve any emerging ones.
2. Review the work progress on daily basis.
3. Select tools, materials and equipment and track inventory
4. Develop a detailed project plan to monitor and track progress
5. Strong interpersonal and communication skills
6. Track project performance, specifically to analyze the successful completion of short and long-term goals.

➤ Rapid Infrastruktur Indonesia

Assignment : Tangguh Expansion Project (TEP) Train 3, BP Project Papua
Period : September 2019 – June 2020
Position Held : Construction Manager
Duties and Responsibility :

1. Plan ahead to prevent problems and resolve any emerging ones.
2. Review the work progress on daily basis.
3. Select tools, materials and equipment and track inventory
4. Develop a detailed project plan to monitor and track progress
5. Strong interpersonal and communication skills
6. Perform risk management to minimize project risks
7. Track project performance, specifically to analyze the successful completion of short and long-term goals.

➤ PT. Timas Suplindo EPCI

Assignment : TDAE Processing Plant Project, ENERCO Project Batam
Period : October 2018 - August 2019
Position Held : Site Manager
Duties and Responsibility :

1. Supervising and overseeing the direction of the project (or a package), ensuring that the client's specifications and requirements are met, reviewing progress and
2. Coordinating and supervising construction workers
3. Selecting tools and materials
4. Checking and preparing site reports, designs and drawings
5. Plan, organize, control, and evaluate construction projects

Experience

➤ PT. Timas Suplindo EPCI

Assignment : Decoupling Project, RAPP Project, Pangkalan Kerinci Riau
Period : November 2017 - September 2018

Position Held : Site Manager

Duties and Responsibility :

1. Determines project schedule by studying project plan and specifications,
2. Review location of existing utilities for possible conflict and relocation.
3. Controls project plan by reviewing design, specifications, plan and schedule changes if require
4. Controls project costs by approving expenditures, administering contractor contracts.
5. Prepares project status reports by collecting, analyzing, and summarizing information and trends; recommending actions.
6. Interface with Client and coordinate with other discipline
7. Provide design assistance to support engineer during construction phase including shop plan review

➤ PT. Timas Suplindo EPCI

Assignment : Modernization Jakarta Grease Plant Project, Pertamina Lubricant Project, Jakarta
Period : February 2014- August 2017

Position Held : Chief Engineer

Duties and Responsibility :

1. Determines project schedule by studying project plan and specifications, calculating time requirements, sequencing project elements.
2. Review location of existing utilities for possible conflict and relocation.
3. Controls project plan by reviewing design, specifications, plan and schedule changes if require
4. Controls project costs by approving expenditures, administering contractor contracts.
5. Prepares project status reports by collecting, analyzing, and summarizing information and trends; recommending actions.
6. Interface with Client and coordinate with other discipline
7. Provide design assistance to support engineer during construction phase including shop plan review

➤ PT. Timas Suplindo EPCI

Assignment : Pipeline Replacement XA Process Platform, Pertamina EP Indramayu
Period : Jun 2013 - Jan 2014

Position Held : Senior Project Engineer

Duties and Responsibility :

1. Coordinate all discipline Engineer to working the project
2. Making safety Inspection and ensuring construction and site safety
3. Review location of existing utilities for possible conflict and relocation.
4. Make sure the actual pipeline compatible to P& ID and Isometric
5. Interface with Client and coordinate with other discipline
6. Provide design assistance to support engineer during construction phase including shop plan review

➤ PT. Timas Suplindo EPCI

Assignment : Construction Project Vapor Evaporation

Period : Jan 2013- May 2013

Position Held : Project Engineer

Duties and Responsibility :

1. Monitoring compliance to applicable codes, practices, QA/QC policies, performance standards and specifications
2. Review location of existing utilities for possible conflict and relocation.
3. Coordinate structural detail and design features within the project. Conducts meeting with designer and detailer as required
4. Interface with Client and coordinate with other discipline
5. Provide design assistance to resident engineer during construction phase including shop plan review

➤ PT. Timas Suplindo EPCI

Assignment : Construction 2 units Chloride Removal, Pertamina RU V, East Kalimantan
Period : Jan 2012 – Dec 2012

Position Held : Project Engineer

Duties and Responsibility :

1. Supervising and overseeing the direction of the project (or a package), ensuring that the client's specifications and requirements are met, reviewing progress and liaising with quantity surveyors to monitor costs.
2. Coordinating and supervising construction workers
3. Selecting tools and materials
4. Checking and preparing site reports, designs and drawings
5. Plan, organize, control, and evaluate construction projects

Experience

➤ PT. Timas Suplindo EPCI

Assignment : Fabrication and Installation Energy Plant, Mega Rimba Project, South Sumatra

Period : Jan 2011- Dec 2011

Position Held : Field Engineer

Duties and Responsibility :

1. Conduct and document facility performance test
2. Assist the construction superintendent with construction planning and record keeping
3. Travel off site to meetings with customers and vendors
4. Conduct electrical progress work inspections on continuous basis along with complete end electrical installations checkout.
5. Support project controls and supervise detailed work plans as well as mini-schedules establishment.
6. Obtain field measurement from which materials are ordered

➤ PT. Timas Suplindo EPCI

Assignment : Construction PLTU 3 X 315 MW, PLN Project Banten Province

Period : May 2009 – December 2010

Position Held : Field Engineer

Duties and Responsibility :

1. Conduct and document facility performance test
2. Travel off site to meetings with customers and vendors
3. Oversee and coordinate performance and routine activities of electrical field engineering personnel.
4. Direct and assist technically Electrical Superintendents and crafts.
5. Obtain field measurement from which materials are ordered

➤ PT. Kiani Lestari

Assignment : Paper Manufacturing/ Kiani Kertas, East Kalimantan

Period : November 2006 – April 2009

Position Held : Procurement

Duties and Responsibility :

1. Prepare Purchase orders and send copies to suppliers and to department originating requests.
2. Determine if inventory quantities are sufficient for needs, ordering more materials when necessary.
3. Respond to customer and supplier inquiries about order status, change or cancellation
4. Perform buying duties when necessary.
5. Contact supplier in order to schedule or expedite deliveries and to resolve shortages, missed or late deliveries, and other problem.
6. Review requisition orders in order to verify accuracy, and specification

I certify that this record is truthful

Jani Sumitro Pardosi