

## Joabson Guedes

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### Objective

**Position:** Procurement & Materials

Dynamic and Results-Driven Oil & Gas Professional | 20+ Years of Expertise in Procurement, Contracts, and Supply Chain Optimization

With over two decades of proven experience in the oil and gas industry, I bring a strategic approach to procurement, contract management, purchasing supervision, and warehouse coordination. My expertise lies in streamlining supply chain operations, fostering strong vendor partnerships, and implementing cost-control measures that enhance operational performance and align with organizational objectives.

I specialize in optimizing procurement and materials management, aligning them with business goals to enhance efficiency and maximize value. My focus on excellence and delivering results makes me a valuable asset in supporting operations and driving success in the energy sector.

Ready to bring my expertise to a forward-thinking organization and contribute to its growth and success.

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### Education

- **MBA in Logistics and Supply Chain** | 2024 | FITEC
  - **MBA in Controllershship, Auditing, and Forensic Accounting** | 2024 | FITEC
  - **MBA in Petroleum and Gas Engineering** | 2010 | FUNCEFET/UNIG
  - **Bachelor's Degree in Accounting** | 2020 | UFF – Federal Fluminense University
  - **Technical Degree in Occupational Safety** | 2021 | IFF –Federal Fluminense Institute
  - **Bachelor's Degree in English Language** | 1998 | UERN – State University of Rio Grande do Norte
  - **Bachelor's Degree in Production Engineering** (in progress) | Cândido Mendes University
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### Certifications

- **Lean six sigma green belt** | 2019 | EDTI – Rio de Janeiro
  - **International Procurement lead buyer certification** | 2018 | GE International (Houston, USA)
  - **Free fall lifeboat coxswain training** | 2011 | Petrofac (Aberdeen, UK)
  - **Certification in Accounting by CFC** (Federal Accounting Council)
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## Languages

- **Portuguese:** Native
  - **English:** Fluent
  - **Spanish:** intermediate
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## Skills and Expertise

- **Procurement Leadership:** Extensive experience managing both international and local procurement contracts, ensuring efficiency, compliance, and value creation.
- **Risk Management:** Proven ability to analyze and mitigate financial, quality, and safety risks, safeguarding operational continuity and standards.
- **Inventory and Cost Optimization:** Skilled in implementing strategies for inventory optimization and cost reduction to drive organizational profitability.
- **SAP Expertise:** Advanced proficiency in SAP modules (procurement, materials, and financial), maximizing system utilization for streamlined operations.
- **Supplier Development:** Adept at evaluating and developing suppliers with a strong focus on financial and quality performance metrics.
- **Strategic Planning:** Expertise in planning procurement activities for both offshore and onshore operations, ensuring timely and cost-effective execution.
- **Contract Management:** Deep knowledge of contract management, emphasizing compliance with regulations and alignment with organizational goals.
- **Team Training and Support:** Experienced in training and mentoring teams on procurement systems and operational processes, fostering efficiency and collaboration.

This diverse skill set positions me as a strategic asset, capable of delivering exceptional results in complex and fast-paced environments.

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## Professional Experience

### Halliburton Brasil

#### Senior Buyer / Contracts Administrator

October 2022 – November 2024

- Responsible for local and international procurement contracts for drilling, cementing, and well stimulation services
- Negotiated contract terms and conditions, focusing on technical services and tools for onshore & offshore operations.
- Evaluated suppliers with a focus on quality, compliance, and financial stability.
- Recorded annual savings of approximately USD 1,000,000.
- Provided local support for SAP modules related to procurement, materials, and finance.
- Implemented risk mitigation practices concerning financial, quality, and safety issues.

- Managed contracts and finalization activities, ensuring legal and regulatory compliance.

#### **Accountant**

**January 2020 – October 2022**

- Creation of MEI and CNPJ: Assists clients in registering as Microempreendedor Individual (MEI) or obtaining a CNPJ for business formalization, ensuring compliance with tax and legal requirements.
- Tax Situation Regularization: Helps clients address overdue taxes and update their records with the Brazilian tax authorities (Receita Federal).
- Issuance of Payment Documents: Generates necessary tax payment documents, such as DARFs, for federal and local taxes.
- Bookkeeping and Financial Reporting: Organizes financial records, tracks income and expenses, and prepares required financial reports for tax filings and business management.
- Tax Filing: Files tax returns, including for small businesses under the Simples Nacional tax regime, ensuring compliance with all tax obligations.
- Payroll and Employee Management: Manages payroll, ensures tax and benefit compliance, and registers employees in the social security system.

#### **Baker Hughes**

##### **Senior Buyer**

**April 2017 – December 2019**

- Negotiated and managed contracts for local and international procurement of goods and services for drilling operations and transportation of materials and personnel.
- Prepared and analyzed maintenance contracts for bases and workshops.
- Recorded annual savings of approximately USD 300,000.
- Provided support to the team with internal purchasing and inventory transfer activities between group companies.
- Assessed and mitigated risks related to financial, safety, and quality concerns.

#### **Seadrill**

##### **Senior Materials Coordinator**

**May 2011 – August 2014**

- Coordinated and planned procurement of materials and services for offshore drilling and maintenance operations.
- Implemented cost reduction strategies and inventory optimization, resulting in annual savings of USD 1 million.
- Managed transportation and material transfers between bases and platforms, both locally and internationally.
- Responsible for managing transportation and logistics service contracts.
- Coordinated internal audit processes and inventory control, focusing on continuous improvement.

## Halliburton Overseas (Angola)

### Procurement Supervisor

March 2007 – May 2011

- Supervised an annual procurement budget of USD 40 million, overseeing operations across 3 bases and 12 departments in Angola.
- Negotiated with global and local suppliers, achieving annual savings of USD 1 million.
- Reduced the number of active suppliers by 40% and implemented inventory control improvements, decreasing E&O (Excess & Obsolescence) by 20%.
- Developed supplier evaluation processes and optimized the procurement system.
- Trained local teams and implemented new processes in SAP.

## Halliburton Brasil

### Senior Buyer / Contracts Administrator

March 1996 – March 2007

- Negotiated and managed contracts for local and international procurement in drilling, cementing, stimulation, and transportation of materials.
- Implemented cost-reduction strategies, with average annual savings of USD 200,000.
- Evaluated and managed suppliers, focusing on quality and financial efficiency.
- Provided ongoing support for SAP modules related to procurement, materials, and finance.

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## Notable Projects and Achievements

- **Reducing Costs:** Led efforts to find and implement cost-saving opportunities, saving up to \$1 million annually and improving financial performance.
- **Optimizing Inventory Management:** Introduced better inventory strategies, cutting idle stock by 20% and improving resource use.
- **Improving Operations:** Created and implemented new processes for supplier evaluation, contract management, and logistics, making operations more efficient, faster, and compliant with company standards.

These accomplishments demonstrate my proactive approach to problem-solving and my ability to generate measurable value, positioning me as a results-oriented leader in procurement and supply chain management.

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**References:** upon request

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