



RUSSELL BIN ABD TAUFIK

Personal Particular

NRIC No : 890423-12-5145
Date of birth : 23rd April 1989
Place of birth : Federal Territory of Labuan
Nationality : Malaysian
Religion : Islam
Marital Status : Single
Health : Excellent
Weight / Height : 85 kg / 176 cm
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Education and Qualification

2009 – 2014 : Bachelor Degree in Mechanical Engineering with Honours
Okayama University, Japan
2007 – 2009 : Preparatory Course for Studies to Japan (20 Months Course)
Institut Bahasa Teikyo (IBT), Malaysia
2002 – 2006 : Malaysia Certificate of Education (SPM) [7 A1 2 2A 1B]
Lower Secondary Assessment (PMR) [8A]
Sekolah Menengah Kebangsaan Labuan, Malaysia

Award (Scholarships)

2007 – 2014 : JPA Overseas Scholarship by Public Service Department of Malaysia
2005 – 2006 : Petronas Education Sponsorship Programme for High-school student
2002 – 2004 : Biasiswa Kecil Persekutuan by Malaysian Ministry of Education

Experiences

1. Nippon Express Co., LTD. / KPG Engineering Sdn. Bhd.

Project : Petronas Train 9 Project, Malaysia LNG Sdn. Bhd.

Position : Field Engineer (April 2014 – July 2014)

Responsibilities :

- Field Engineer in Structural Construction Group
- Became a focal point between Construction Site Group, Laydown (Warehouse) Group and Management Team
- Responsible for 4 Construction Areas
(A31SH01 MR Compressor, A32PR01 Pipe Rack, A33PR01U Pipe Rack and A34SH01 PR Compressor)
- Preparing and planning Manpower Loading and Equipment so that the project is on the track of schedule
- Preparing and planning Project Schedule (Overall, Weekly & Monthly)
- Coordinate with Main Contractor (JGC Corp.) about scheduling and equipment mobilizations
- Monitoring and taking daily progress and attendance of workers at Site Construction (Erection & Installation)
- Update / Mark-up Isometrics drawing for progress status of Erection & Installation upon completion the works.
- Manage of timesheet/man-hours and also as focal person for communication with JGC and project focal person.
- To submit daily Site Construction activities progress status reports to Structural Group Manager and QA/QC Manager.
- Informing and co-ordinate with Site Construction Manager about Site Condition Status
- Analysis the Activities Progress for weekly and monthly; submit to Structural Group Manager {Manday / Tonnage Analysis and Tonnage(Pieces) / Equipment Analysis}
- Assist Senior Project Engineer
 - Co-ordinate with AutoCAD Engineer about Equipment Lifting Plan such as Crane Lifting Plan Study
 - Taking the latest drawing from JGC Corp. Structural Department
 - Preparing the Construction Materials Issue Voucher (CMIV); submit to JGC Corp. Structural Department for signature and pass to Laydown Group (Warehouse Group)
 - Preparing the Thumbprint Record Time Sheet for costing (end of month)
 - Processing of Purchase Requisitions, Purchase Orders and Invoices per requirement in a timely manner, checking for completeness of documentations, as well as input into the Cost Control System with due attention to accuracy.
- Assist Head Structural Superintendent
 - Planning the sequence of Steel Erection
 - Coordinate with JGC's Structural Management Team
- Assist Senior Field Engineer
 - Measuring and Calculating Scaffolding Cost and Documentation
 - Assist in the preparation of materials for meetings (official/internal) whenever inputs are required.
 - Monitoring, Documenting and Reporting Site Instruction (SI) to JGC upon trouble occur at Site (Steel Fabrication Mistake etc.)
- Assist Senior Permit Coordinator
 - Preparing documents to apply Permits To Work (PTW) at JGC Corp.'s Safety Department {Preparing Lifting Plan, Job Method Statement (JMS) and Job Safety Analysis (JSA)}

Ariake Shipyard, Universal Shipbuilding Corporation, Japan

31st August – 13th September 2011

Job level: Intern / Trainee

Job type : Internship

- Learn and perform how to Oxy-fuel welding and cutting
- Practice overview and plan design of shipping company
- CAD training » entire structure of ship etc
- Engine, Electrical and Ship loading system(deck)
- Operate plasma cutting machine

Asahi Shinbun Company

Mac 2012 – August 2013

Job level / type: Part-time job

- Deliver newspapers to 300 houses near university (3:00 am – 6:00 am)
- Transportation : motorcycle

English and Physic Tutor

September – December 2013

Job level / type: Part-time job

- Teaching students to prepare for university entrance exam

Achievements and Curricular activities

SMK Labuan :

- ∞ PMR Best Student Award
- ∞ SPM Best Student Award
- ∞ International Mathematical Olympiad 2005
- ∞ Pre-Sukma Karate Championship 2006
- ∞ Softball National Competition (2003 – 2005)

Okayama University:

- ∞ American Society of Mechanical Engineers (ASME) » Apr 2009 – Mac 2014
- ∞ Okayama Muslim Students' Association (OMSA)
 - Secretary of Public Relationship (SPR) » Mac 2010 – Feb 2012
 - Became a channel of communication between OMSA and the community by informing and creating an active interface with them
 - Organize students information and welfare
 - Became a translator to non-spoken Japanese language
- ∞ OkayaMalaysia Students' Association
 - Equipment Committee members » October 2009 - September 2010 (Committee Members)
 - » October 2010 - October 2011 (Leader)
 - Organizing and maintaining all equipment of the association
 - Became a runner if there is feast or event
 - Preparing, organizing and packing all equipment/utensil before and after some event

Computer Skills

- Microsoft Office (Word, Power Point and Excel)
- Internet and Multimedia
- AutoCAD , Autodesk Inventor 3D , SolidWork
- MATLAB and Simulink for Technical Computing, C/C++ Programmers
- yEd Graphic Editor
- Microsoft Project Professional

Languages

- Bahasa Malaysia
 - ✓ Spoken – excellent
 - ✓ Writing – excellent
- English
 - ✓ Spoken – excellent
 - ✓ Writing – excellent
- Japanese
 - ✓ Spoken – excellent
 - ✓ Writing – excellent

Certificate / License

- NIOSH Petronas Oil & Gas Safety Passport
Date of expiry: 15th April 2017
- CIDB Green Card
Date of expiry: 12th June 2016
- Malaysia Driving License (Class D) Expired Date : 23 April 2018
- Japan Driving License (Class : Normal) Expired Date : 23 May 2016
- Japanese Language Proficiency Certificate (JLPT) Level 2 & 3
- TOEIC English Proficiency Certificate (Total Score : 825/990)

References

Jabatan Perkhidmatan Awam
Bahagian Pembangunan Modal Insan
Pelajar Tajaan (Luar Negara)
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