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<b>SUMMARY</b>	<ul style="list-style-type: none"> <li>• More than 10 years' experience in Oil &amp; Gas Industries.</li> <li>• Experienced in Supply Chain, Material Management, Project Planning, Negotiating and Project Coordination.</li> <li>• Experience SAP R3 environment.</li> </ul>	
<b>ACADEMIC QUALIFICATION</b>	<ul style="list-style-type: none"> <li>• May 2016 Master of Business Administration (Ongoing)</li> <li>• Apr 2006 Postgraduate Diploma in Strategic Business Information Technology, Informatics College, Kuala Lumpur, Malaysia</li> <li>• Dec 1989 Diploma in Computer Studies (N.C.C), Informatics College, Klang, Selangor, Malaysia.</li> <li>• Oct 2009 SAP Material Management (MM), Knowledgecom, Petaling Jaya, Malaysia</li> </ul>	
<b>WORKING EXPERIENCE</b>	<b>VAF (M) Sdn Bhd Subang Jaya, Selangor</b>	<b>Oct 2013 – Feb 2014</b>
	<p><b>Operations Manager</b></p> <ul style="list-style-type: none"> <li>• Create standard and measurable processes for all core aspects of Supply Management and Procurement and manage inventory assets to minimize investment and maximize utilization.</li> <li>• Oversee intraday management of scheduling procedures, analysis of real time workload requirements, and call routing to manage performance to service level requirements.</li> <li>• Responsible for maximizing efficiency and occupancy while meeting service objectives.</li> <li>• Oversee analysis and reporting of employee performance including schedule adherence.</li> <li>• Carry out a full review of current supply chain operations and set in motion the basis for all future improvements.</li> <li>• Lead and direct internal parties in all aspects of supplier selection and evaluation and supplier risk management.</li> <li>• Liaise with key internal and external stakeholders to ensure suitable supply chain management involvement in the development, implementation and evaluation of supply chain contracting strategies.</li> <li>• Engage regularly with strategic suppliers to ensure the Company's needs and expectations are being met, that the strategic value of the relationships is being realized and that Company is meeting its obligations to the supplier.</li> <li>• Proactively and personally manage the strategic sourcing and commitment cycle for the Company's frame agreements and, as appropriate for high value, sensitive, complex, contentious or high profile subcontracts and agreements.</li> <li>• Devise and implement procurement standards and strategies in accordance with International and Local laws and Company requirements.</li> <li>• Establish and maintain strong working relationships and service levels with internal customers, functional teams, clients and other client's groups.</li> <li>• Set up and maintain an efficient logistics organization across the Companies operations.</li> </ul>	

	<ul style="list-style-type: none"> <li>Establish programs/action plans to achieve objectives in critical areas such as: <ul style="list-style-type: none"> <li>Quote quality/consistency</li> <li>Response time</li> <li>Cost</li> <li>On-time delivery</li> <li>Customer satisfaction</li> <li>Project support</li> </ul> </li> <li>Analyze business performance, industry trends, existing or new regulatory requirements and their impact on business operations; make recommendations on alternative courses of action, including risk assessment, capital investment, acquisitions, divestment, and expansion at the corporate level.</li> <li>Work on a variety of Operations projects that significantly impact future growth of the overall business and provide exposure to a wide range of individuals and functions within the company.</li> <li>Assist to synthesize and evaluate external and competitive trends, internal business performance and data from customer research to draw out relevant insights and actionable implications.</li> <li>Responsible for managing implementation of growth concepts from early incubation to longer-term scaling and integration of the business.</li> <li>Will be responsible for generating, developing and executing significant new growth Operations platforms.</li> <li>To provide management, supervision and support to staff seconded to projects, ensuring their continued personal and professional development and work completion, as appropriate.</li> <li>To liaise with staff at all levels and within all directorates and consultancy staff who may be engaged on any project from time to time, assisting with the specification, assignment and ensuring that work is undertaken to appropriate time scales and identified quality standards.</li> </ul>	
<b>WORKING EXPERIENCE</b>	<b>Allsteel Resources (M) Sdn Bhd Gelang Patah, Johor</b>	<b>May 2011 – Aug 2013</b>
	<p><b>Operations Manager</b></p> <ul style="list-style-type: none"> <li>Create standard and measurable processes for all core aspects of Supply Management and Procurement and manage inventory assets to minimize investment and maximize utilization.</li> <li>Create and implement a quality, delivery and cost management system for all aspects of the global supply base.</li> <li>Evolve a long term SCM/procurement strategy to consider and propose lease/buy options for ensuring continuous supply at optimum costs.</li> <li>Supervising and leading higher level Negotiation, placing of Purchase Orders for the project, commodity or product line in relation to meetings attended with consultants, sub-contractors and client.</li> <li>Management of all aspects of CAPEX (Capital Expenditure) procurement and forecasting across all product lines and regions.</li> <li>Manage Approved Suppliers List and the Supply Approval process globally and constantly review their performance in terms of delivery/pricing and suggest changes for improvements.</li> <li>Align the current procurement processes/strategies to a Demand Planning structure to ensure OTD, cost control, close monitor of material movements and optimal utilization of inventory.</li> <li>Ensuring Quality and HSE objectives and standards are met by suppliers and staff.</li> <li>Adhere to the company Business Principles &amp; Ethics and Code of Business Conduct of being reliable, trustworthy and fair.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Avoiding conflicts of commercial interest, ensuring accuracy of information, maintaining confidentiality and by abstaining from all forms of corruption.</li> <li>• Ensuring the effective management of production lines of an organization and maintenance of cost effective and high-standard production.</li> <li>• Develop and establish procurement policies, processes, procedures and performance standards.</li> <li>• Supervise, set goals and coach team members with regular review on their performance with regular guidance, motivation and feedback on their expectations.</li> <li>• Develops a business plan and sales strategy for the market that ensures attainment of company sales goals and profitability.</li> <li>• Initiates and coordinates development of action plans to penetrate new markets.</li> <li>• Manage and coordinate the disposal of scrap and other materials as per local Customs and DOE (Department of Environmental) regulations.</li> <li>• QMR (Quality Management Representative) for ISO completion 9001:2008.</li> </ul>	
<b>WORKING EXPERIENCE</b>	<b>Bend Weld Engineering Sdn Bhd Pekan Nenas, Johor</b>	<b>May 2010 – Apr 2011</b>
	<p><b>Project Manager</b></p> <ul style="list-style-type: none"> <li>• Manage the Project performance of the company with customer satisfaction and to ensure completeness of project on-time delivered to customer.</li> <li>• Work with HSE and ensure on all safety standards are complied with company requirements.</li> <li>• Responsibility for the timely manner completion of activities in accordance with project's execution plan, schedules, procedures and work instructions.</li> <li>• Analyzing, developing, and managing work package change orders inclusive of impact on work package scope, schedule, budget, and execution plan.</li> <li>• Maintain good working relationship with Suppliers and Customers.</li> <li>• Maintain and report weekly status on projects to top management and customer.</li> <li>• Be a role leader for the project and provide direction for the project with down line and ensure a good working culture within the company.</li> <li>• Ensure full compliance to all company policy and procedures and act firmly to any violations with quick decisive action at the highest level of integrity and responsibility.</li> <li>• Work with Engineering on PMP (Project Management Plan) and establish routing for the project.</li> <li>• Identification of opportunities for cost savings, value engineering, and strategic sourcing.</li> <li>• Approve project related expenditures as authorized and manage costs to meet budgetary commitments.</li> <li>• Maintain strict confidentiality of business information, company's trade information, proprietary information and others related to company's non-confidentially agreement.</li> <li>• Sustain KPI (Key Performance Index) against customer delivery date and pursue proactive cost reduction of overall project and product cost.</li> <li>• Develop supply chain solutions in terms of transportation, materials and warehouse solutions.</li> <li>• Assist in development of Variation Orders (VO) and the implementation of them into the organization and project plan.</li> <li>• Continually monitor, plan, identify critical items and activities having impact on the project schedule which requires special attention and take immediate action to resolve.</li> <li>• Be actively involved with purchasing and production control departments in the expediting sub-vendors and to ensure the overall project schedules / requirements are protected and obtained.</li> </ul>	

	<b>Aker Solutions Malaysia Sdn. Bhd. Formerly known as Aker Kvaerner</b>	<b>Apr 2009 – May 2010</b>
	<b>Material Planner</b> <ul style="list-style-type: none"> <li>• Work Order / Requisition Control – Release purchase requisitions to Purchasing Department as required by Production Planning and release Work Orders to Manufacturing as and when required.</li> <li>• Pre-Buying – Control the requisitions/placement of orders for long lead items bought at the beginning of a project before the BOM (Bill of Material) is loaded to system.</li> <li>• Issue PO – Issuance of PR and PO for selected supplier based on fulfillment of project &amp; engineering requirement.</li> <li>• Planning – To monitor future requirements, re-schedule purchases or manufacturing orders to meet project requirements. Constantly review planning parameters such as minimum order quantities, lead times for project reporting.</li> <li>• Expediting – Follow-up with relevant departments to ensure Engineering Release on- time, PO is placed on time and shipment tracking.</li> <li>• Change Control – Review and action on requirements of Engineering Change in respect to Production Planning and ensure ECN's are action in timely manner.</li> <li>• Use of SAP to optimize inventory and production planning forecast.</li> <li>• Shipping – Co-ordinate with Purchasing and Manufacturing to organize shipments of goods and ensure of meeting delivery datelines.</li> <li>• Material Requirement Planning – Update and run MRP processes through SAP.</li> <li>• Cost Reduction – Identify all possibilities &amp; opportunities to reduce cost.</li> <li>• Policy/Procedures – Work to Company Purchasing and QA strategies, policies and procedures.</li> <li>• Monitor and evaluate all PO's that is issued to customer and monitor supplier's KPI on monthly basis.</li> <li>• Audit – Participate in internal audits as required.</li> <li>• Knowledge of Materials Management Processes and its implementation via SAP.</li> <li>• Reporting – Issue material status reports by product, project and by exceptions based on project requirements.</li> <li>• HSE – Ensure that all work is carried out in accordance with HSE Health &amp; Safety regulations and complied with all HSE requirements.</li> <li>• Involved in Drilling Riser Projects : CNOOC (China National Oil Offshore Corporation), Maersk 1,2,3 and Spare &amp; finally Atwood I &amp; II.</li> </ul>	
	<b>FMC Technologies, Gelang Patah, Johor</b>	<b>Oct 2006 – Mar 2009</b>
	<b>Project Coordinator</b> <ul style="list-style-type: none"> <li>• Planning and Coordinating with Work Package and responsible for tracking all deliverables driven by Sales Orders.</li> <li>• Ensure that Sales Orders are set up correctly according to delivery requirements and are met in efficient manner to adequately support the Project.</li> <li>• Ensuring Purchase Requisitions (PR) and Purchase Order (PO) are accurately completed by originators to ensure timely and accurate input of data and, where necessary, obtain change order requisitions from the originator for any purchase order that may vary from the original order.</li> <li>• Ensuring competitive bidding for all locally purchased equipment, materials and services, unless single sourcing has been approved by the Project Manager.</li> <li>• Issuing price requests to approved bidders and ensuring all quotations are received in a timely manner and are complete in all respects and maintaining confidentiality of supplier bids.</li> <li>• Plan, direct, and manage procurement activities of the company as well as supply management, cost and delivery activities between departments and suppliers.</li> <li>• Manage suppliers, cost, quality, and delivery performance in relation to KPI.</li> </ul>	

	<ul style="list-style-type: none"> <li>Implement appropriate sourcing strategies to control the company's purchased material costs and to assure an adequate source of supply.</li> <li>Drive continuous improvement in all aspects of the procurement process.</li> <li>Ensuring all equipment and materials purchased on site originated from Purchase Order are expedited regularly and that the Project Schedule is not impacted by delays in Manufacturing Schedules.</li> <li>Liaising with the Freight Forwarder and Logistics Department to ensure transport arrangements are finalized.</li> <li>Ensure that Build of Materials (BOM) are structured properly from engineering (Client Level) and transferred correctly to the manufacturing system (Plant Level) in SAP.</li> <li>Coordinate logistics with external vendors (e.g OEM /Common parts and fabricators) and track completion of internal milestones for progress and invoicing. Manage procurement decisions and tracking of long lead materials required for the Project.</li> <li>Involved in Murphy Kikeh – Production Riser Project and Shell GUMUSUT Project – ManTIS (Manifold Tie-In System).</li> </ul>	
	<b>Information Handling Services (M) Sdn. Bhd., Kelana Jaya, Petaling Jaya, Selangor</b>	<b>May 1999 – Sept 2006</b>
	<b>Assistant Product Coordinator</b> <ul style="list-style-type: none"> <li>To disseminate new/updated information on products to staff.</li> <li>Plan department's daily workflow and carry out control checks on documents using HTML codes.</li> <li>Supervise duties that are assigned to staff accordingly.</li> <li>Learn/Analyze new projects as when needed.</li> <li>Be responsible for stipulated deadlines on all products or projects assigned and delegated.</li> <li>Ensure standards of quality and quantity of work complies with the requirements set by the company.</li> <li>Analyze and trouble-shoot problems and queries of staff in relation to products and software.</li> <li>Prepare any reports as requested by superiors, such as daily production, job allocation status report and man-hours related to the particular product.</li> <li>Transfer batches/files/documents to main office (IHS Denver, USA) as and required via dataline/ftp.</li> <li>Analyze the production line, provide feedback and suggest plans to maximize distribution of work to staff.</li> <li>Train new incoming staff/existing staff on products and to ensure that they are informed of specifications/rules before they commence work.</li> </ul>	
	<b>McDermott South East Asia Pte. Ltd., Singapore</b>	<b>May 1990 – Dec 1995</b>
	<b>Senior Barge Clerk / Administrator</b> <ul style="list-style-type: none"> <li>Offshore Marine Engineering Construction Firm involved in Pipe-laying, Platform Construction, Jacket Installation and Hook-Up with various Oil&amp;Gas operators, i.e Petronas, CARIGALI, ESSO, SSB (Sarawak Shell Bhd) (Malaysia), ACT (China), CONOCO (Indonesia) and TOTAL (Myanmar).</li> <li>To plan and co-ordinate personnel and vessel movements to and from the job-site.</li> <li>Assist material store in planning, maintaining and monitor movement of material.</li> <li>Purchase materials / equipment needed for project and monitor Inventory Control.</li> <li>Monitor and ensure all materials and equipment required at job location are delivered accordingly.</li> <li>Responsible for gathering and scrutinizing reports from various departments e.g. Diving, Tower/Bridge, Deck Foreman, QC, ROV) to prepare barge production/technical report (for 24 hours) that is to be transmitted to main office on daily basis that includes man-hours (LTA), personnel movement/on-board and daily production status.</li> </ul>	

	<ul style="list-style-type: none"> <li>• To maintain frequent communication via marine radio or satellite phone with respective international client base and main office.</li> <li>• Performing duty as Radio Operator and general administration duties.</li> </ul>
<b>REFERENCE</b>	<p>Yeoh Pooi Kuee Regional Fabrication Manager FMC Technologies No.11 Jalan NIP 1/1A, Taman Industri Nusajaya 1, 81550 Gelang Patah, Johor, Malaysia Tel : +60 167186753 (HP)</p> <p>Ajan Das Regional Country Manager Trellborg Offshore Tel : +6016 2011505 (HP)</p>