

RESUME OF MAJEED UD DIN SIDDIQUI



WAREHOUSE SENIOR SUPERVISOR/IN-CHARGE OF MATERIALS
PARTS/EQUIPMENT/LOGISTIC/CLIENT COORDINATOR & CONTROLLER

Page 1 of 6

PERSONAL INFORMATION

Present Address : c/o Saudi Binladin Group - PCMC Division, P.O. Box 11976,
Jubail Industrial City - 31961, Kingdom of Saudi Arabia

Date of Birth : 1975

Nationality : Pakistani

Communication : English, Arabic, Urdu, Hindi, Punjabi (Excellent)

Email: majeedsiddiqui75@gmail.com

Contact Mob# 00966530922527/office 00966 581925186

Jubail Industrial. Saudi Arab

EDUCATIONAL BACKGROUND

School	Degree / Certification	Dates in Attendance
Government Shalimar Degree College Lahore, Pakistan.	Higher Secondary Certificate Examination (F.A)	1990 - 1992
Pak-German Technical Training Center	civil Drafting Diploma	1993/4 1995

SUMMARY OF COMPUTER I.T SKILLS EXPERIENCE

- Comfortable handle Applications for MS Office/XP & Ms Access.
- Regarding to Material Planning/Monitoring and different type of reports for graphically e.g.
- Like MS. Excel, MS Word, MS PowerPoint, **Tally**, **Sap**, MS Outlook Express, Data Entry, Internet tools, etc & **Oracle ERP**

RESUME OF MAJEED UD DIN SIDDIQUI



WAREHOUSE SENIOR SUPERVISOR/IN-CHARGE OF MATERIALS
PARTS/EQUIPMENT/LOGISTIC/CLIENT COORDINATOR & CONTROLLER

Page 2 of 6

COURSE ATTENDED

First Aid Training **Course** (Al – Manna General Hospital) KAS
Beyond Zero Training **Course** (A Culture of Caring) (JACOBS Luberef Refinery Expansion Project.) Course (**Awareness on OHSAS 18001:2007+ISO 14001:2004**)

CERTIFICATE OF APPRECIATION

CERTIFICATE OF APPRECIATION **CLIENTS/PCMC** FOR SPORTING TO CONSTRUCTION TEAM
ON 2006/2007/2011/2012/2015/2017

SUMMARY OF WORK EXPERIENCE

Having more than **20 years of diversified experience** in the field of industrials STORE/warehouse works in various project, maintenance, shutdowns and construction projects in petrochemicals, refinery and power plants in Saudi Arabia

Detailed Job Description:

RESPONSIBILITIES

- ✓ Responsible for all aspect of Store & Warehouse/operation management by providing quality and timely support to project activity with personal management, and material movement.
- ✓ Materials Advisor for Project's. Prepare and validate forecasts of materials highlighting special
- ✓ Manage Inventory according to budgetary provision in the most cost-effective manner and to keep the company assets Under "Good Care, and Custody".
- ✓ Correspondence with client, and internal departments (Head Office).
- ✓ Preparing the material reports for daily, weekly, and monthly receiving & issuance material. Also preparing the inventory reports at the end of month.
- ✓ Prepare the PR/Indents of general consumables.
- ✓ To check, and maintain correct record of all inventory, and internal & external documents.
- ✓ To ensure the correction of all the data feed into the database system (Computer).
- ✓ To maintain the minimum/maximum stock level of consumables according to requirement.

RESUME OF MAJEED UD DIN SIDDIQUI



WAREHOUSE SENIOR SUPERVISOR/IN-CHARGE OF MATERIALS
PARTS/EQUIPMENT/LOGISTIC/CLIENT COORDINATOR & CONTROLLER

Page 4 of 6

Position: Material Incharge/Operation as Manager (Client Materials Project)

Project : Umm Wu'DAP/NPK Plant Ma'adan Expansion (Ma'adan Industrials) Ras al Khair
Mechanical Piping Conveyers & E&I our all under Ground Work
Client : Dragados Gluf Constriction co ltd
Duration : 2016 – 2018

Position: Supervisor / Material In charge (Client Materials Project)

Project : Yansab Expansion (Yanbu Industrials)
Piping & Civil Under Ground & E&I & Concrete Work
Client : Yansab Plant Direct (ARAMCO standard)
Duration : 2015/2016 – 2016(04M)

Position: Supervisor / In charge (PCMC & Client Materials Project)

Project : Luberef Expansion (Yanbu Industrials)
Piping & Civil Under Ground & E&I & Concrete Work (ARAMCO standard)
Client : Samsung
Duration : 2013 – 2015

Position: Supervisor / In charge (PCMC & Client Materials Project)

Project : CTCI-SK-N Butanol Port Facility Saudi Kayan. LTD (Al-Jubail)
Civil Under Ground & Piping & Concrete Work
Client : CTCI
Duration : 2011 – 2012

Position: Materials Incharge as Manager (PCMC & Client Materials Project)

Project : Gulf Farabi Petrochemical co. LTD (Al-Jubail)
Civil & Piping, Foundations & Concrete Work (N-Paraffin & Lab 2. Plant contract # 6507)
Client : Uhde Arabia (ThyssenKrupp)
Duration : 2010 – 2011

RESUME OF MAJEED UD DIN SIDDIQUI



WAREHOUSE SENIOR SUPERVISOR/IN-CHARGE OF MATERIALS
PARTS/EQUIPMENT/LOGISTIC/CLIENT COORDINATOR & CONTROLLER

Page 5 of 6

Position: **Supervisor / In charge (PCMC & Client Materials Project)**

Project : Sharq 3rd Expansion Project (Al-Jubail)
Civil Under Ground Piping, Foundations & Concrete
Work (N-Paraffin & Lab. Plant)
Client : Foster Wheeler Energy Ltd (KSA)
Duration : 2005/2006 – 2010

Position: **Supervisor / In charge (PCMC & Client Materials Project)**

Project : Gulf Farabi Petrochemical co. LTD (Al-Jubail)
Civil Under Ground Piping, Foundations & Concrete
Work (N-Paraffin & Lab. Plant)
Client : SNC-Lavalin Europe B.V. Branch (KSA)
Duration : 2005 – 2006

Position: **In charge (PCMC & Client Materials Project)**

Project : Sharq/Shutdown Project. (Al-Jubail)
Client : Sharq
Duration : 2005 – 2005

Position: **Warehouse Supervisor / In charge (PCMC supply)**

Project : Sasref Refinery plant (Al-Jubail)
Client : Sasref
Duration : 2003 – 2004

Position: **Store In charge (PCMC & Client Materials Project)**

Project : Jubail United Petrochemical a Sabic company al Jubail
Client : Fluor Arabia Ltd
Duration : 2002 – 2003

Position: **Store In charge (PCMC & Client Materials Project)**

Project : Crystal Expansion Project – Yanbu Refinery.
Civil & Mechanical, Piping, E&I Works
Client : The National Titanium Dioxide Co. Ltd.
Duration : 2001 – 2002

Position: **Storekeeper (PCMC Materials Project)**

Project : Luberef-II Projects Yanbu Refinery

RESUME OF MAJEED UD DIN SIDDIQUI



WAREHOUSE SENIOR SUPERVISOR/IN-CHARGE OF MATERIALS
PARTS/EQUIPMENT/LOGISTIC/CLIENT COORDINATOR & CONTROLLER

Page 6 of 6

Mechanical, Piping, E & I Works
Client : Saudi Aramco Lubricating Oil Co. (Luberef-II)
Duration : 2000 – 2001

Position: Storekeeper(A)(DesconClient-MaterialsProject(supply)to PCMC)

Project : Kemya's Major Expansion Projects (Al-Jubail)
1. Outside of Battery Limit (OSBL)
2. Sub-station buildings
3. Selected Underground Construction

Client : Parsons / Kemya

Employer : Descon Engineering Limited
I have been worked with Descon Engineering Pvt Ltd, in Pakistan as follow:

Position : Storekeeper (A) (workshop)
Project : Mechanical Workshop Lahore
Duration : 1998 ~ April – 1999

PERSONAL

Personal:

Name : Majeed ud din Siddiqui
Father Name : Waheed ud din siddiqui
Date of Birth : 02-07-1975
Religion : Islam
Nationality : Pakistani
Marital Status : MARID/Family Status
License : Saudi Driving License Valid
Iqama Profession : **Store Keeper (Transferable Iqama)**

-----000-----