




Zahid Perwez


Sr. Operation Coordinator
Heavy lift industry

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+919955485056 

Dammam KSA 

U0048794 

EXPERIENCE

October 2018 – Present

ARABIAN MACHINERY AND HEAVY EQUIPMENT COMPANY DAMMAM, KSA

Sr. Operations Coordinator

Responsible for Client handling, Monitor and control the Mobilization of Cranes and other Heavy equipment, Estimates and resources needed for Lifting and rigging equipment's to align with project requirements, ERP Handling, Oracle Application, Site visit including Rig belongs to ARAMCO, Site, Prepare Rigging drawings, Calculations, and procedures related to the systems Selected for the execution of project work. Preparation of transportation. Crane lifting capabilities, Clearances, and Suggesting for the Job by LICCON work planner. Coordination of equipment maintenance including PMS & breakdowns. Supervising the Purchasing and Monitoring of lifting gears. Coordination of 3rd party inspection for Cranes, Loaders, Forklifts, Lifting Gears. Monitoring all Manpower safety training certificate, Monitoring of Manpower

Equipment's Handling- Crane: LTM1050-3.1, LTM1100-4.2, LTM1160-5.1, LTM1200-5.1, LTM1300-6.2, LTM1500-8.1, GR-600EX, GR-700EX,

GR-800EX, GR-1450EX. Wheel Loader: Doosan- Mega 400-V, DL 420-A JCB and Forklifts, Handling Clients Name, Schlumberger Schlumberger (SLB), National Petroleum Technology Co. (NPS), OilServ Saudi Arabia Ltd, Halliburton, ZP Arabia Drilling Co Ltd, Sinopec, McDermott, ADES, Backer Hughes and Sanjel Taqa, Saudi Arabian Saipem Co Ltd (SAIPEM), Saudi Aramco Nabors Drilling Co Ltd (SANAD), Etc.

October 2013– Sep-2018
5 Year

SAUDI SERVICES BINLADEN GROUP (SBG)

Admin Coordinator

Regular updating and taking backup of payroll database, keeping track of employees transfer resignations and exemption to keep the payroll records updated, Making sure that all the leaves and other salary adjustments are made appropriately in payroll, Solving employees queries related to discrepancies in their salaries, Sending daily arrival and departure report to the management, Generate invoice on ERP and Oracle application, Generate purchase requestion (PR) on ERP and Oracle Application, Responsible for maintaining hard copy information, Issuing and distributing controlled copies of information, Ensuring all documents is as up to date as possible within electronic filing, Presentation and filing of documents,

EDUCATION

June 2008 – Sep 2009	DIPLOMA IN HARDWARE NETWORKING FROM IACM NEW DELHI
April 2007 – May 2010	Graduation from JP University Chapra
April 2005-May 2007	Intermediate from Bihar Board council

SKILLS

IT Proficiency	Microsoft Office- Word, Excel, PowerPoint, ERP Application, Oracle Application
Language	English
	Hindi
	Arabic
	Urdu

VOLUNTEER EXPERIENCE OR LEADERSHIP

- Cadet leader (High school level) of National cadet corps
- Volunteer Secretary (Higher secondary level) of National service scheme
- Volunteer secretary & District level Volunteer secretary Convener in BC Caarmel Engineering College
- Students Coordinator & Executive member of College level techno-cultural fest FOTIOS 2k18
- College cricket team player

INTERPERSONAL SKILLS

- Ability to rapidly build a relationship and set up the trust.
- Confident and Determined
- Ability to cope up with different situations.
- Leadership Quality
- Organizing Ability

PERSONAL PROFILE

Name	Zahid Perwez
Fathers Name	Late Maksood Alam
Nationality	Indian
Date of Birth	15 Sep 1990
Marital Status	Married
SAG License	Available

PASSPORT DETAILS

Number	U0048794
Date of Issue	06-10-2020
Date of Expiry	05-10-2030
Place of Issue	Riyadh (KSA)

DECLARATION

I hereby declare that all the information mentioned above is true to the best of my knowledge. I will make it my earnest endeavor to discharge competently and carefully the duties you may be pleased to entrust with me.

Date: 22.03.2022
Place: Dammam,
K S A

Thank you
ZAHID PERWEZ



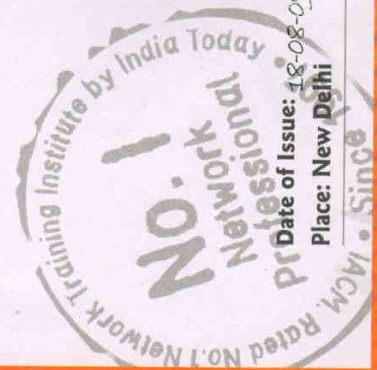
IACM
CONNECTION™

CERTIFICATE OF EXCELLENCE™

THIS IS TO CERTIFY THAT ZAHID PERWEJ
HAS SUCCESSFULLY COMPLETED
MASTERCONNECT PROGRAMME
IN
ENTERPRISE NETWORK & SECURITY MANAGEMENT
CONDUCTED AT SOUTH EXTENSION (NEW DELHI) CENTRE

FROM 30-10-07 TO 29-10-08. HIS PERFORMANCE WAS 79%

CONGRATULATIONS!

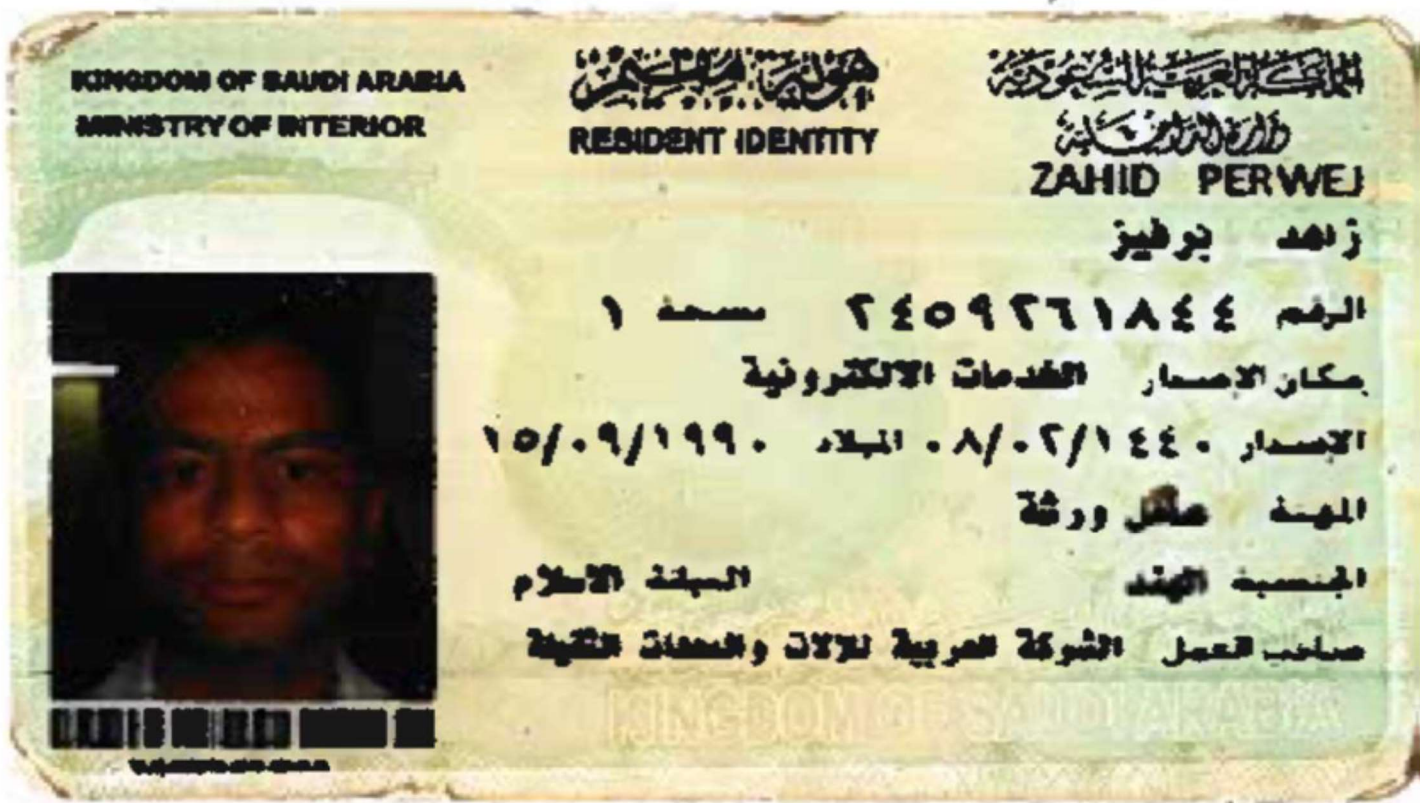


Controller of Examination

Director

Serial No.: IACM/20091808/10184/18025

IACM SmartLearn Limited. Head Office: H-9, South Extension-I, New Delhi-110049. Website: www.iacm-india.com



Iqama Number: 2459261844



KINGDOM OF SAUDI ARABIA
MINISTRY OF INTERIOR

رخصة سيطرة
DRIVING LICENSE

المملكة العربية السعودية
وزارة الداخلية



زاهد برهيز

ZAHID PERWEJ

No. 2459261844

الرقم ٢٤٥٩٢٦١٨٤٤

DOB 15/09/1990

تاريخ الميلاد ١٤١١/٠٩/٢٦

Exp 06/08/2025

تاريخ الإنتهاء ١٤٤٧/٠٨/١٢

O+ فصيلة الدم

تاريخ الاصدار ١٤٤٢/٠٢/١٢

الفجود ٣

النوع خاصة

الجنسية الهند



PUBLIC SECURITY/TRAFFIC DEPT.

الأمن العام/ الإدارة العامة للمرور

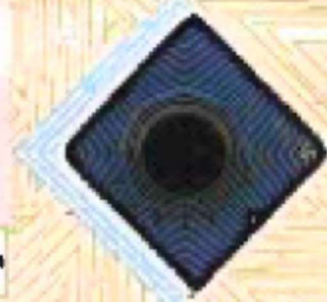


رخصة سيطرة
DRIVING LICENSE

مصلحة سائق السيارات - ٤١٣٧٤١



١ - سيارة أوتوماتيك ٢ - طريق سلس ٣ - فصائل مجهزة لتأجير الكورس ٤ - فصائل الكورس ٥ - سيدة الأذن ٦ - القيادة داخل المملكة فقط ٧ - سيارة خاصة للموظف ٨ - للإستخدام الخاص ويمنح لغير



SN 0400411081529