

CURRICULUM VITAE

KARTHIK PRABAKARAN

Senior QA/QC Document Controller (ACONEX EXP)

Mobile No.: 00966-560032641

Mobile No.: 0091-8220167990

Email: karthiksk017@gmail.com



Offering over 11 years of sterling experience in Power Plant and Construction Company
Presently associated with China Geo Engineering as QC Document Controller.

EMPLOYMENT HISTORY:

Company : **China Geo Engineering Corporation**
Limited. Client : Saudi Aramco
Project : BERRY DEVELOPMENT EARLY WORK PREPARATION
Period : 02.Jan.2019 to Present
Designation : Senior QA/QC Document Controller (Aramco Approved)

EMPLOYMENT HISTORY:

Company : **HANWHA Engineering & CONSTRUCTION COMPANY**
Ltd. Client : Marafiq Power and Water Utility Company for Yanbu
Project : MARAFIQ II POWER & WATER PROJECT – YANBU
Period : 14.Nov.2014 to 31.Dec.2018
Designation : Document Control Coordinator

EMPLOYMENT HISTORY:

Company : **VICTORY DATA PROCESSING LIMITED.**
Project : Data Processing & E-Publishing.
Period : 14.July.2011 to 10.Sep.2014
Designation : Process Executive

COMPUTER PROFICIENCY:

Programming Languages:

- ACONEX
- SAP
- EPM
- PHP
- MS-Office (Word, Excel, Access, and PowerPoint)

BEHAVIOURAL SKILLS

- Ability to quickly learn new concepts.
- Effective communication skills.
- Ability to grasp the new skills.
- Leadership quality.
- Excellent analytical and problem solving skills.

Extracurricular activities:

- Participated in speech competitions – during all levels while schools, as well as outside public programs
- Sports : Football and Cricket

TRAINING ATTENDED :

- Certificate of proficiency in “**PHP**” from Advanced Training Institute, Chennai- India.

DUTIES AND RESPONSIBILITIES:

- Report to the Project QA/QC Manager.
- Ensure that all controlled Quality documents related to the Project are maintained to the latest issue and that these documents are made available at all locations where operations essential to the effective functioning of the Quality Management.
- Verify that only the last revision drawings, submittals, etc. are distributed to all locations and involved parties concerned including subcontractors.
- Ensure that all obsolete documents shall be withdrawn and stamped superseded if retained for record purposes.
- Responsibilities include record keeping all documents such as specification procedures inspection schedule and records surveillance report, inspection release notice and Quality records book with numbering system according to project filing procedure. Handling of all engineering documents. Controlling all records and sub-contractors documents.
- Preparing all documents based on the quality procedures for internal and external audit. Transmittal of drawing, quality procedures, related documentation to the concerned contractors, departments, vendors and client.
- Submittal technical documents for review and approval.
- Responsible for the Quality Documentation as required by the Quality Plan and Manual.

KEY RESPONSIBILITIES

- **Responsibilities** include contacting suppliers to schedule deliveries or to discuss shortages or missed deliveries.
- They ensure that the company makes wise purchases of goods or services to resell or use. The demand for the services of purchasing managers has increased.

- Revised scanned documents using Raster Design with PDF attached files and Cal files.
- Design new and retro-fit existing equipment to improve systems in the plant.
- Plan, coordinate and implement retro-fit projects for Top Ash Systems as a Project Lead.
- Updated Foxboro loop sheets and indexes for the turbine generator upgrades.
- Read and interpreted blueprints, technical drawings, schematics and computer-generated reports.
- Investigated equipment failures to diagnose faulty operation and made appropriate maintenance recommendations while on the SCR inspection team.
- Completed project mechanical and electrical designs while providing technical solutions and feedback.
- Create work orders and job plans in Maximo for capital and outage projects.
- Coordinated contractors and other project team members to deliver high quality projects within specified time frames.
- Maintained timely and accurate oral and written technical reports regarding assigned engineering activities.
- Initiated project management knowledge study and subsequently standardized project management practices.
- Collaborated closely with procurement teams and suppliers on purchase and delivery of components and assemblies.
- Provided awareness and understanding of overall project portfolio, interactions and issues.
- Review weekly all necessary reporting systems, procedures and processes to ensure that QHSE standards are met and are expedited to the relevant parties.
- Support existing procurement team with any day-to-day issues and ensure adequate staffing levels are met.
- Negotiate favorable commercial terms with suppliers to ensure competitiveness in our onward pricing to customers whilst maintaining fairness and integrity.
- Help the Procurement Manager develop and maintain a proactive approach to sourcing, selecting and developing suppliers including formal vendor register and assessment processes whilst also maintaining the Supplier appraisals.
- Identify and analyze procurement data to identify new procurement strategies for key spend. When required place

DUTIES AND RESPONSIBILITIES:

- Compile, verify accuracy and sort information according to priorities to prepare source data for computer entry.
- Review data for deficiencies or Errors; correct any Incompatibilities if Possible and Check Output.
- Research and obtain further information for incomplete documents.
- Apply data program techniques and procedures.
- Generate reports, store completed work in designated locations and perform backup operations.
- Keep information Confidential.
- Respond to queries for information and access relevant files.
- Comply with data integrity and security policies
- Identify, compare, and resolve data quality problems.
- Evaluate large dataset for quality and accuracy.
- Determine business impact level for data quality issues.
- Work with Programmers to correct data quality errors.
- Determine root cause for data quality errors and make recommendations for long-term solutions.
- Research and determine scope and complexity of issue to identify steps to fix issue.
- Develop process improvements to enhance overall data quality.
- Develop and execute data cleanup measures.
- Maintain a record of original data and corrected data.
- Analyze, query and manipulate data according to defined business rules and procedures.
- Resolve all internal data exceptions in timely and accurate manner.
- Identify areas of improvement to achieve data quality.
- Well aware of all types of quality documents like ITP, Checklist, RFI, method statements, Non-conformance report, Technical queries, Material Request, Test packages, Final Quality Dossier and other miscellaneous project contract documents.
- Preparing and update of various logs and registers.
- Audits calibration related documents and other QC documents
- Preparing and Update of Various Log and Register
- Record Keeping, RFI Control, Inspection Schedule and Records, Surveillance Report and Quality Records with numbering system according to project procedure.
- Scan and upload documents according to company procedure.
- Handle records across various departments
- Maintain Project Documentation as per ISO standards.
- Coordination with the respective Project Managers, Secretaries and other staff to ensure correctness of the records.

EDUCATION:

Levels	Name of the Institution	Year of Completion	Percentage Obtained
HSC	St. Josephs Higher Secondary School, Cuddalore.	2007	67%
SSLC	St. Josephs Higher Secondary School, Cuddalore.	2005	70%
BSc (Computer Science)	St. Josephs College of Arts & Science, Cuddalore.	2010	67%
MCA (Master of Computer Application)	Krishnasamy College of Arts & Science, Cuddalore.	2013	81%

PERSONAL PROFILE:

- FATHER NAME : **PRABAKARAN**
- Date of birth : **24.12.1989**
- Marital Status : **Married**
- **Iqama Number** : **2377369067**
- Nationality : **Indian**
- Languages Known : **English, Tamil & Hindi**
- Permanent Address : **KING FAHD ROAD,
Ladies Market,
Jubail Center,
35515
Jubail,
Saudi Arabia.**

Date: 05-May-2022
Place: JUBAIL, K.S.A

KARTHIK PRABAKARAN

SAUDI ARAMCO
BERRI INCREMENT PROCESSING FACILITIES PROJECTS DIVISION
EARLY WORKS PACKAGE

📍 **Room 15, Ground Floor, SNC Lavalin, Eurovillage**
King Saud Road (Next to Holiday Inn), Khobar, KSA
☎ Tel. No. (013) 668 8325 | 📠 Fax No. (013) **** **
November 24, 2019

TRANSMITTAL

ZHANG CHAO, Contractor Representative
China Geo-engineering Corporation Branch
Jubail, Saudia Arabia
☎ Tel. No. (0966) 0538679847

Transmittal No. BIPFPD/640-IK/CGC/T-0765-19
Reference No. 00640-T-CGC-SA-01000,Rev-01

	INFO/ RECORD	REVIEW & APPROVAL	REJECTED	REVISE & RESUBMIT	APPROVED	ACTION
<input checked="" type="checkbox"/> TRANSMITTAL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> DOC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> FORMS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



ITEM NO.	PAGES/Attachment	DESCRIPTION
01	NA	00640-T-CGC-SA-01000,Rev-01. CV-QC Record Controller Mr.Karthik Prabhakaran.
	<u>OFPD/BIPFPD: Comments</u> Please find the attached NAOFU-T-0596-19, Approved.	



Khaled A. Ghandi
Khaled A. Ghandi, Company Representative
Abu Ali Site Prep & Early Works Package

RESTRICTED DOCUMENT		
Receipt of these documents assigns the recipient as the responsible custodian to comply with SAEP-127, SAEP-128 and GI-170.002 for proper handling of sensitive documents. Do not copy any portion of this document. If you require additional copies then call Berri Increment Processing Facilities Project Division.		
PLEASE RETURN A SIGNED COPY FOR OUR FILE		
RECEIVED BY: _____	SIGNATURE _____	DATE _____

T-1000

Upstream Projects Inspection Division Oil Facilities Projects Inspection Section NA Oil Facilities Projects Inspection Unit Phone: 013-678-6269 Fax: 013-673-0276		Letter Number	
		NAOFU/ 10-00640/ 0596 /2019	
		Date	DCN
		18-Nov-19	0940
Name: Basel M. Sunbul Position: Sr. Project Engineer To Division: Abu Ali GOSP Expansion-Early Work Site Preparation Address: SAPMT Site Office, RM 16 B Abu Ali Phone #: (013) 677-3808 Fax #: 0			
Attention: Ahmed A. Syed		Contractor: China Geo-Engineering Corp.	
JO: 10-00640-0002		Title: Abu Ali GOSP Expansion-Early Work & Site Preparation	
Reference: BIPFPD-640-1K-T-0231-19		Subject: QC Record Controller Mr. Karthik Prabhakaran	
Name	Title	Review Status	
Karthik Prabhakaran	QC Record Controller	1	Accepted/Approved
Remarks/Comments		1-Accepted/Approved; 2-Conditionally Approved; 3-Conditional Accepted (as Reliever); 4-Not approved / Reject; 5-CV Candidate Rejected; 6-Revoked, 7 Reviewed w/ comments, 8-Reviewed	
NOTE: Approval is subject to his performance in the field which shall be evaluated by Saudi Aramco on a regular basis. If his performance falls short of expectation or satisfaction of the company then Saudi Aramco shall have the right to revoke this approval at anytime.			
Approved By		Signature	Date
Awadh M. Al-Gahtani Sr. Supervisor / PQM Berri Increments Projects Insp			11/19/19
			Reviewed By
			Feleo Gines 

To: SAUDI ARABIAN OIL COMPANY BERRI INCREMENT PROCESSING FACILITIES PROJECTS DIV OIL FACILITIES PROJECT DEPARTMENT ATTN: MR. HAITHAM GATAN		DT	ADJ.	TRANSMITTAL NO: 00640-T-CGC-SA-1000-19 DATE : 11-Nov-19 SHEET : 1 DEPARTMENT: QA/QC
PROJECT TITLE : Abu Ali Site Preparation & Early Works LOCATION : Abu Ali Island BI / JO NO : BI-10-00640-0002 CONTRACTOR NO :6600042833 CLIENT: SAUDI ARAMCO		1	1HC+1EC	Project Action Code Legend: 1 - Accepted to Proceed 1A - Proceed with Minor Comments 2 - Returned with Comments and Resubmit 3 - Not Accepted to Proceed 4 - Not Reviewed 5 - Not Issued - Superseded by a Latest Revision 6 - Review & Action 7 - Reference & Information 8 - Approval 9 - IFC 10. OTHERS: SEE REMARKS
PMT	PROJECT MANAGER: LEAD PROJECT ENGINEER:			
CGC SITE MANAGEMENT TEAM	PROJECT MANAGER: DCC	1		
REMARKS:				

SN	Document Reference No.	Rev	Description	Action Code
1	BIPFPD-640-IK-CGC-T-0697-19	1	CV of QC Record Controller Mr. Karthik Prabakaran	8

RECEIPT IS ACKNOWLEDGED OF THE ABOVE LISTED DOCUMENTS
 BY SIGNING AND RETURNING COPY TO:
 Saudi Aramco
 CHINA GEO-ENGINEERING CORPORATION (SAUDI) BRANCH

NAME: _____
 SIGNATURE: 
 RECEIVED
 By _____ DATE: 12 NOV 2019

Signed: 
 11 NOV 2019
 ZHANG CHAO
 SUBMITTED
 CONTRACTOR: CHINA GEO-ENGINEERING CORPORATION (SAUDI) BRANCH
 BERRI DEVELOPMENT-EXPAND ABU ALI OIL FIELD PROCESSING FACILITIES
 By _____

Handwritten signature

Hanwha Saudi Contracting Co.
P.O. BOX 31156, Al-Khobar 31952
Eastern Cement Tower 5th Floor 506
King Fahd Road, Khobar- Dammam Highway
Tel : 03-881-2193, Fax:03-881-2199
C.R No:2051032399



شركة هانوا السعودية للمقاولات العامة

ب.خ. 31156 الخبر 31952
مكتب 506 - الدور الخامس - طريق الملك فهد - الخبر - طريق الدمام السريع
ت / 038812193 فاكس / 038812199
س.ت 2051032399

بسم الله الرحمن الرحيم

Date: 31 December 2018

THIS IS TO CERTIFY THAT **Mr. KARTHIK PRABAKARAN** has been employed by **HANWHA SAUDI CONTRACTING CO.** as **Document Controller** for Yanbu2 Power & Water Project in YANBU, KINGDOM OF SAUDI ARABIA from **13th November 2014 to 31st December 2018.**

During his tenure with us, we always found him to be hard working and dedicated to his work.

SINCERELY,

Taejun Kim

Taejun Kim

Administration Manager

Yanbu-2, Power and Water Project.

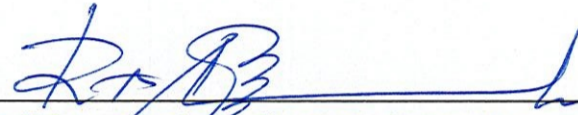


certificate of appreciation

Presented to

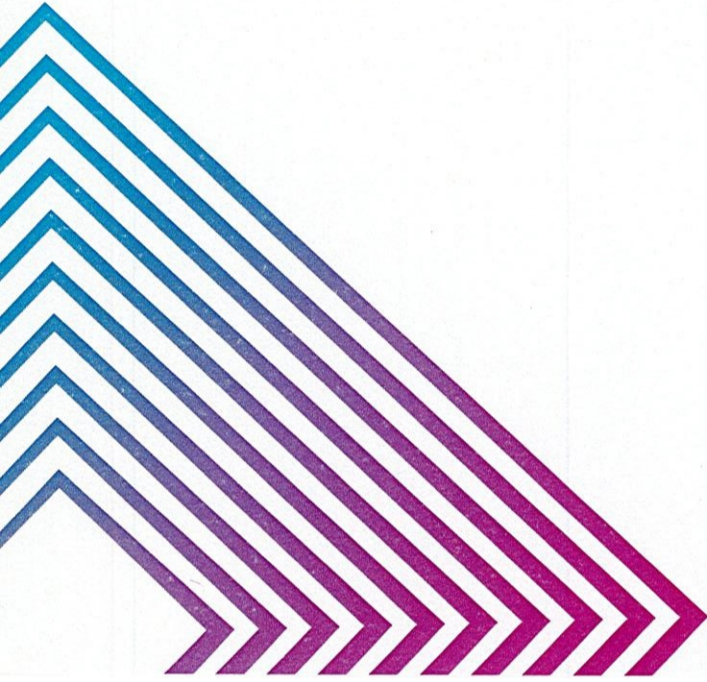
KARTHIK PRABAKARAN

In recognition of the effective participation and valuable contribution toward a safe and timely completion for the critical shutdown activities as part of the Abu Ali Site Prep & Early Works Package under Berri Crude Increment Program.



Khalid A. Al-Ghamdi, Sr. Projects Manager
Berri Increment Processing Facilities Projects Division

أرامكو السعودية
saudi aramco



Website: <http://www.webhost4u.in>



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Email: support@webhost4u.in

Date : 02/05/13

To whom so ever it may concern

This is to certify that **Mr.P.Karthik**, has undergone Real Time Project Training in our concern from the period **December 2012** to **April 2013**. He involved in designing, Developing and Testing the module using the Technology PHP & Mysql. During the tenure his conduct was good.

Authorised Signatory


P.Rajeswar
Managing Partner



أرامكو السعودية
saudi aramco



كارتيك براباكاران
KARTHIK P PRABAKARAN
09/30/2020

CONTRACTOR مفاوض
8404395

الجنسية: هندية
Nationality: Indian
تاريخ الميلاد: 11/24/1989
Birth Date: 11/24/1989
رقم الهوية/الإقامة: 2377369067
Gov.No: 2377369067
مجموعة الدم: O+
Blood Type: O+
فرع شركة شالينا جيو إنجنيرنج
CHINA GEO-ENGINEERING CORPORATION
رقم الترخيص: 2055014114
CR#

يتم تشغيل هذه البطاقة من قبل أرامكو أو ممثليها وليس من بعدد ان يوجها الى الجهة التي صدرتها
او الاتصال على هاتف 8001235678 يجب على صاحبها اعادتها الى قسم الامن في المنطقة عند انتهاء صلاحيتها
Use of this card by other than its owner or assignee shall be considered forger and liable to
penalty prescribed by law. Anyone finding this card must return it to Saudi Aramco Security or
contact 8001235678. This card must be surrendered to area Industrial Security when it is
expired.

Register No. : 2789352

Sl. No. : 048828

திருவள்ளூர் பல்கலைக்கழகம்
Thiruvalluvar University



அறிவியல் புலம்
FACULTY OF SCIENCE



திருவள்ளூர் பல்கலைக்கழக ஆட்சிக்குழு 2010 ஆம் ஆண்டு
ஆகஸ்ட் மாதம் நடந்த கவினி அறிவியல் தேர்வில்
கார்த்திக் பி என்பவர்
முதல் வகுப்பில் தேர்ச்சி பெற்றார் என்று தக்க தேர்வாளர்கள்
சான்றளித்தபடி அறிவியல் இலாபாய் என்றும் பட்டத்தை
அவருக்குப் பல்கலைக்கழக இலச்சினைபுடன் வழங்குகிறது.

The Syndicate of the Thiruvalluvar University hereby makes known
that KARTHIK P has been admitted to the
DEGREE OF BACHELOR OF SCIENCE IN COMPUTER SCIENCE he/she having
been certified by duly appointed Examiners to be qualified to receive the
same and was placed in the FIRST class at the Examination
held in AUGUST 2010.

Given under the seal of the University



F/ 167
நாள் :

Dated : **MARCH 21, 2011** Controller of Examinations
1/c

B.M.
சென்னை

B.M.
பதிவாளர்
Registrar

[Signature]
சென்னை
Vice-Chancellor

சென்னை-632 106, தமிழ்நாடு, இந்தியா
Vellore - 632 106, Tamilnadu, India



Anna University



Reg.No. 41010535033/RG

The Syndicate of the Anna University hereby makes known that **KARTHIK P** has been admitted to the **DEGREE OF MASTER OF COMPUTER APPLICATIONS** under the Faculty of Information and Communication Engineering, having completed the prescribed programme of study and having been certified by the duly appointed examiners to be qualified to receive the same, and has been placed in **FIRST CLASS** at the Examination held in **JUNE 2013**.

Given under the Seal of the University



KINGDOM OF SAUDI ARABIA
MINISTRY OF INTERIOR

المملكة العربية السعودية
وزارة الداخلية

المملكة العربية السعودية
وزارة الداخلية

RESIDENT IDENTITY
KARTHIK PRABAKARAN KOTHANDAPANI

كارتيك برايكاران كوثانداپاني



الرقم ٢٣٧٧٣٦٩٠٦٧ سجد ٣

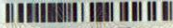
مكان الإصدار الخدمات الإلكترونية

الإصدار ١٩٨٩/١٢/٢٤ الميلاد ١٤٤٠/٠٥/٠٩

المهنة فاحص جودة

الجنسية الهند الديانة غير ذلك

صاحب العمل فرع شركة شاينا جيو انجنيرنج



2377369067