

Curriculum Vitae

MR. Sadeki Houari

Born: On 04.11.1984 Laghouat.

Status: Married.

Driving license: Category (b) year 2004.

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Study and training:

- Higher Technical Diploma Stock Management from the National Institute of Management in Laghouat city Algeria (2007/2010).
- 3thd secondary level.
- Diploma Technical Topography (2009/2011).
- Computer office (Excel /Power Point /World ...).

Professional Experience:

1/ Material Controller With JGC Algeria from 02/09/2018 till 30/04/2021:
at the Engineering Construction Project of Boosting Phase 3 with Sonatrach client.

•Assignment:

- Preparing materials and outputting it.
- Issuing and receiving and checking materials.
- Control all documents of materials during a receiving and issuing.
- make sure from a situation of materials during the receiving, from quantitative side and qualitative side.
- Updating the receiving and issuing of stock on the system control sheet.
- Following up and control all goods of scopes (piping , mechanical, electrical & instruments, steel structures , GE material...) on the field and on the computer system.
- Give daily reports of stock movements to a responsible.
- Coordination with department material staff by emails or reports.

- Confirming the quantity & quality of material are demanded before getting out it.
- Supervision a transferring of materials to the working sites.
- Ensure stock taking as per the departments demands and worksites.
- Follow up the movements of materials through a making the inventory (Daily, Weekly, Monthly...)
- Checking for stock shortage, expiry, damaged...etc during the receiving or issuing.
- Identification to wrong description of materials that are mistaken
- Receiving and outputting all types of materials (piping , mechanical, electrical & instruments, steel structures , GE material).
- Receiving the shipments (permanent material or locally & air shipments)
- Inspecting the shipments, we report that to our responsible and material team & the department concerned by email
- Dispatching the material received to the departments are concerned
- Return back the empty containers after unloading to the loading port (first destination)

2/ Storekeeper With Petrofac International (from 31/01/2012 to 30/09/2016): at the SHOP prefabrication with GTP Hassi R'mell, from 31/01/2012 to 31/08/2013, For the project IS-SFDP Hassi Moumen HMN and REG / TEG / Kraachba in In Salah.

After that I worked in the sites (Hassi Moumen and REG / TEG / Kraachba) at Engineering Construction Project IS-CPF in In Salah Gas Algeria IS-SFDP (In Salah Gas Southern Fields Development Project) with Sonatrach & British Petroleum BP clients. from 01/09/2013 to 30/09/2016.

•Assignment:

- Supervision of receptions and outputs material.
- Confirming the quantitative and the qualitative of the material received.
- Storage the materials arrived inside the store and make it on good condition till demand of it.
- Control and receive and issue all kinds of materials.
- Make sure the material requested that is on good condition and the quantity required is completed before the issuing.
- Document control and report preparation weekly, daily, monthly for project management.
- Follow up and updating all movements of material in the computer system.
- Maintain on inventory level between the minimum and maximum for keeping the supplying
- Correction and identify the wrong material and its description.
- Reception and inspecting the permanent material shipments and local and air shipments , give the information by email to our team and department that requested the materials
- Receiving of the spools material from the shop prefabrication and dispatch it to working sites.

- Identification of the wrong tags of spools material on the worksite and on the computer system.
- Control transferring of material to the site and dispatch the Shipments of material to the site.
- Stock management (Pipes and fittings & Electrical equipment & instrumentation & telecom material & structural steel and mechanical material ...).

3/Multipurpose (Hydro Test agent): for 1 year with **BICHTEL ALGERIA** 2005/2006:

•**Assignment:**

- Hydro testing operation on the pipelines and on worksite (factory) per part.
- Preparation and installation of circular chart pressure recorder and connect it to the piping for doing hydro test operation
- Control the circular chart pressure recorder for following the pressure inside piping (24h) time of the test
- Monitoring pressure gauge.
- Using both of the water and air during the period of the hydrotest
- Controlling the pipeline and the parts on the site during the high pressure testing - Cleaning the parts to be testing it before & after the operation

4/Topographer:

With **design offices nadir Benmessaoud** for 6 month.

- Work by Laika Station device
- Implantation
- Program of AUTOCAD Professional.

5/Practicum:

With **DML SONATRACH** Laghouat (The **D**irection **M**aintenance **L**aghouat) 2009 - doing an input and output of material during this period.

- doing a study on the relation that is between the material department and the procurement department and with other departments.
- Control of documents (daily and weekly).
- Practice on the System CIMIX.
- Learning the method of materials numbering and a way of creating a new location them inside the store.
- Practical lessons on control and maintain with minimum and maximum stock levels - Annual Inventory of materials.

Language:

- Arabic: good read / well speak/ well write.
- English: good read / well speak/ well write.
- French: good read / well speak/ well write.

Other:

Motivated, I adaptable to all situations, dynamic, non-smoking.

Ref:

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koh.hongchye@jgc.com	Material Manager (JGC)
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