

Curriculum Vitae

Subject: Application for Procurement Coordinator / Engineer



Dear Sir,

With reference to the above subject, please find enclosed my CV and expression of interest to be part of your organization.

Mohammad Fatehul Azam
Mobile No: 050-260 6078

Email : azam.ahdc@hotmail.com

Curriculum Vitae

Name: MOHAMMAD FATEHUL AZAM

Applied for: Procurement Coordinator / Engineer

Email : azam.ahdc@hotmail.com

Mobile No: 050-260 6078

PERSONAL DETAILS

- Date of Birth : 10th May 1982
- Nationality : India
- Gender : Male (Married)

PASSPORT DETAILS

- Passport No : S3053994
- Date of Issue : 22-02-2018
- Date of Expiry : 21-02-2028
- Place of Issue : Indian Consulate, Dubai

EDUCATION DETAILS

- Bachelor of Civil Engineer 2014
- Logistic & Supply Chain Management Dubai

EMPLOYMENT DETAILS (Gulf Experience – 2015 to till date)

Total Gulf Experience: 07 Years

- *Fujairah National Construction LLC 2015 to 2020* **5 Years**
- *Jeet Building Contracting LLC 2020 to till date* **2 Years**

Date : August 2020 till date

Company : Jeet Building Contracting LLC
Designation : Procurement Engineer
Project : Sharjah Sustainable City, 1200 Villas G+1 Floor Residential Villas
Client : Sharjah Sustainable City
Consultant : Arif & Bintouk Engineering Consultant
Value of Project : AED 1,720 million

Curriculum Vitae

Responsibilities:

- Coordinating with the site execution team for the requirement on day-to-day basis to arrange supplier and materials as per site requirements.
- Coordination with QS Team for subcontractor nomination.
- Preparing the comparison of quotation of the supplier / subcontractor for the approval of the procurement manager / QS team approvals.
- Sending enquiry to the supplier and negotiate to process the LPO.
- Manage to ensure materials delivery as per site requirements.
- Preparing LPO and materials delivery deadline to the approved supplier
- Attending the formal meeting with the supplier, subcontractor for negotiation to finalized the quotation to process the LPO.
- Reviewing the supplier invoice to process the payment in coordination with the accounts department.
- Reviewing the Materials Submittal and forward to the QA/QC dept. for Consultant review and approvals.
- Preparing the details LPO issued to supplier and amount during the month for procurement manager records.

Company : **Fujairah National Construction Company LLC**
Designation : **Procurement Engineer**
Project : B+G+3 Podium+9 Floors Residential Building & Commercial Building
Client : M/s. Zulekha Holding Ltd.
Consultant : Dubai Consultant
Value of Project : AED 92.70 million

Company : **Fujairah National Construction Company LLC**
Designation : **Procurement Engineer**
Project : Meydan Heights Retail center
Client : Meydan group
Consultant : Archcorp Consultant
Value of Project : AED 45.3 million

Company : **Fujairah National Construction Company LLC**
Designation : **Procurement Engineer**
Project : G+Mezz Floor Shopping Mall in Al Riqqa
Client : Mr. Mohd. Salah Mohammad Al Badri
Consultant : Proline Engineering Consultant
Value of Project : AED 17 million

Curriculum Vitae

Company : **Fujairah National Construction Company LLC**
Designation : **Procurement Engineer**
Project : 3B+G+9 Floor + Swimming Pool + Gym Residential Building in Al Jadaf
Client : Mr. Abdulla Ibrahim Al Marzooqi
Consultant : Al Asri Engineering Consultant
Value of Project : AED 45 million

Company : **Fujairah National Construction Company LLC**
Designation : **Procurement Engineer**
Project : G+7 Floors Residential Building in Karama
Client : Al Shafar Real Estate
Consultant : Al Asri Engineering Consultant
Value of Project : AED 27 million
