

Gaafar Kamal Elmufthi



Development & Production Planner Personal Info

Nationality : US Citizen

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SKILLS

Work Planning & Budgeting



DTR Presenter



Software

Excellent experience of MS office package



SAP System



Primavera P6



Summary

Experience of Lab Analyst/ Process Engineer & Development and Production Planner with extensive experience in Lab Analysis, Field production Activities, VBU (Vis-breaking Unit) Process, Budget preparation and performance. Analytical and communication skills demonstrated by more than 17 years of experience, working with multi-cultural and multidiscipline team. My experience include Budget preparation for both Development wells (Drilling & Completion) planning, Production Budget Planning, Economic Evaluation for Development & Workover Wells, VOWD reports, Budget & Activities Performance reports.

WORK EXPERIENCE

Development & Production Planner@ Petro Energy E&P Co., Ltd , Khartoum

2009 – 02

present

Responsibilities

- 1- prepare the yearly Work program and Budget WPB in detailed and closely follow the contribution of the plan
- 2- Prepares and control AFE base on the detailed WPB and close it out when projects are completed after all payments made to the AFE and related duties, etc.
- 3- Preparing and carries out Monthly Progress Report (MPR) for AFE within Department based on VOWD (Value of Work Down), physical progress, payment statement and quality control with supports, and related duties, etc.
- 4- Monitor the dynamic AFE implementation (including project physical progress, cost, and quality, etc.) with supports of line departments.
- 5- Prepare the work program and budget revision on the second half year by taking in consideration the budget performance and any new plans.
- 6- Performs other similar or related duties instructed by S.H.
- 7- Check the invoice submitted by contractor and return to Finance and Planning Department for payment.
- 8- Follows up and Monitors the progress of contracts until

completion and related duties, etc.

Interpersonal skills

- ✓ **Excellent written and verbal communication skills in English**
- ✓ **Excellent report writing**

Language

- ✓ **English, Fluent**
- ✓ **Arabic, mother tongue**

VBU Process Engineer @ Petro Energy E&P Co., Ltd , Khartoum

2007 – 01

2009 – 02

Responsibilities

- 1- Strictly abide by safety regulations, operation procedures, and labour law discipline, report to next shift instructions, facilities running status, quality control and safety issue etc.
- 2- Responsible for DCS, Main train's operation,
- 3- Timely check Desalters, heat-exchangers, chemical injection skids running
- 4- Timely analyse, judge and deal with each positions abnormality and accident; operate and maintain, clean facilities to keep site environment clean.
- 5- Check and control the quality of products, feed and inter products, timely take correction and precautions for the unqualified products
- 6- Carry out routine check as per schedule, check facilities and piping for leakage and abnormality; check static machines' running situation; check whether process piping is proper, parameters including temperature, pressure, level and flow are within normal range, fill in routine check record forms.
- 7- Report abnormality to supervisor and other responsible personnel timely, cooperate with each position and carry out relevant work under instruction during shortage of man power. Take action under superiors' instruction.
- 8- Responsible for battery flow line change and cooperation work with other department.
- 9- Responsible for production daily report filling with chemical consumption, etc.

lab analyst @ Petro Energy E&P Co., Ltd , Khartoum

2005 – 07

2006 – 12

Responsibilities

- 1- In charge of all chemical agent purchasing for using in field production. Ensure there is enough storage in warehouse.

- 2- Carry out all analysis item bases on the requirement of field production.
 - 3- Identifies all chemical and consumables used in the laboratory and ensures all Materials Safety Data Sheet for chemicals are readily available and all procedures and guidelines prepared by Supervisor are followed.
 - 4- Performs standards tests and analysis of crude samples taken from production locations to determine gravity, water and sediments, salt content, vapour pressures, viscosity flash point, pour point, etc.
 - 5- Prepares daily report on analysis and submits to supervisory highlighting abnormalities found.
 - 6- Participates with Supervisor in checking the chemical inventory at all facilities and the warehouse. Prepares report and passes to Supervisor for information.
 - 7- In charge of training to operators on safe chemical handling on site.
 - 8- Carries out other similar or related duties on the basis of requirement.
 - 9- Calibrates all the instruments and performs general maintenance of instruments.
 - 10- BS&W, Density, Pour Point and viscosity of FPF outlet, sales oil, exploration and development samples. BS&W of FPF inlet and individual well samples.
 - 11- Full analysis of any well on demand by any user. Oil in Water analysis of all PWTs and last pond on daily basis and all the ponds once a week. Lube oil Analysis – water content, acid number and viscosity.
 - 12- Jet Fuel Analysis – water content. Diesel Analysis – water content.
 - 13- Lab and field evaluation of Demulsifier, reverse Demulsifier, PPD, asphaltene inhibitor and wax inhibitor.
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EDUCATION

B.Sc. of Chemical Engineering

University of Khartoum,

1998 – 07

2003 – 11

Researches

2002 Azeotropic Distillation - 4th year project

2003 Manga Field Production Facilities (FPF) Process and Design , Greater Nile Operating Company (GNPOC) –Final year project

Training & Site Visits

- Heat Exchangers (Design, Operation, Maintenance and Enhancement) University of Khartoum , October 2004
- Separation process Design & operation for petroleum industry university of Khartoum , March 2005
- Hegleeg central Processing facility ,February 2003
- Cement Factory , Hems city ,Syria August 2002

- Fertilizers Factory , Hems city , Syria August 2002
- Alobayed refinery , Sudan June 2002
- Dal Food Industries , Coca Cola Factory , Sudan February 2005
- Visbreker Unit Operations , petroleum India International , BPCL Kochi Refinery , India , February 2008
- Budgeting, Forecasting & Cost Control , Creative Regional Consultant (CRC), Kuala Lumpur, Malaysia , May 2010
- Economic Evaluation in Petroleum Industry, Profile Training Centre, Alexandria, Egypt, May 2012
- Project Planning and Management in Oil & Gas Industry, Quality Consultants, Istanbul, Turkey April 2014
- Cost Optimization , Petroleum Technical Centre, Sudapet Company, Khartoum, 3-7 Jan , 2016
- Project Planning and Management in Oil & Gas Industry, Quality Consultants, Istanbul, Turkey April 2014

