

Nationality: Filipino

Iqama Status: For Renewal

Job Related Skills and Assets:

- Strong business relationship with credit suppliers within eastern region
- Numerous contacts with credit suppliers within western region
- Knowledgeable in Enterprise Resource Planning
- Knowledgeable in Microsoft Office Applications

References:

- Bihas Hussain
Procurement Supervisor (ARKAD Engineering and Construction Company)
bihas.hussain@arkad.sa
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- Taher Abdel Hady
Procurement Supervisor (ARKAD Engineering and Construction Company)
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- Muhammad Asif
Senior Procurement Engineer (ARKAD Engineering and Construction Company)
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STEVE GARCIA

Procurement Officer

+966 549080722 - steverna2@yahoo.com

WORK EXPERIENCE

Company: ARKAD Engineering and Construction Company

Procurement Officer 2016- Present

Project:

- *Master Gas System Phase II Package I Western Region Pipe Line*
- *Mazalij & Abu Jifan Pipelines – Khurais Al Crude Increment Project*
- *Fadhili Downstream Pipe Line*

Client: Saudi Aramco

Company: Saudi KAD

Procurement Officer 2013- 2016

Project:

- *Onshore Maintain Potential Program for NA-1B Area*
- *Onshore Maintain Potential Program for NA-2 Area*
- *Pipeline Daylighting Phase III*
- *Wasea Bulk Plant Project*

Client: Saudi Aramco

Duties and Responsibilities:

- Sending request for quotation, finalizing and issuing purchase order for the below list:
 - Welding Consumables
 - Training and Safety Requirements
 - Construction Materials
 - Tools, Equipment and Spare Parts
 - Project Services Requirement
 - IT, Furniture, Stationary and Pantry
 - Structural (Saudi Aramco Approved Vendor List)
 - Electrical (Saudi Aramco Approved Vendor List)
 - Plumbing (Saudi Aramco Approved Vendor List)
 - Bolts, Nipples, Fittings, Gate Valves (Saudi Aramco Approved Vendor List)

EDUCATION

- Bachelor in Journalism
Polytechnic University of the Philippines
2001-2005
- Sto. Domingo Academy (Secondary)
1999-2001
- National College of Business and Arts (Secondary)
1997-1999
- Garden of Life School (Elementary)
1990-1996