



**Dalvi Samiullah**

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Dammam, KSA

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**WAREHOUSE, MATERIALS & LOGISTICS PROFESSIONAL**

Professional hands-on hard-core experience of 25 years in Supply Chain / Purchase Management, 17 years being in EPC Company and Supply Chain.

Experienced, in supplier and contractor selection and in submitting price quotes and bids to fulfill tasks and projects for business development.

Comprehensive experience in materials management, logistics and safety coordination.

Liaise with Finance and Accounting department to ensure accurate and timely payment of Invoices to Suppliers.

Proficient user of Microsoft Word, PowerPoint, Excel and Oracle Base ERP System.

**Employment History:**

1. **Logistics and Warehouse Supervisor with Worldrep Trading Co for Trade Services, Dammam, Saudi Arabia:** May 2023 to September 2024 - 1 year, 6 months;
2. **Supervisor - Warehouse & Projects, with Drydocks World, Dubai LLC:** March 2006 to June 2020 - 14 years;
3. **Logistics and Material Coordinator/Supervisor with Chiyoda Foster Wheeler & Co LLC, Muscat, Oman:** Nov 2003 to Jan 2006. - 2 years;
4. **General Overseer - Materials with Sultan Asad Mohammed Est, Kuwait:** Aug 2001 to July 2003 - 2 years;
5. **Logistics In-charge with Aladdin Container Company, Dubai, UAE:** August 1997 to April 2001 - 4 years;
6. **Warehouse Supervisor, with Neeta Road Lines Pvt Ltd, Mumbai, India:** May, 1992 to July, 1996.- 4 years

**WORK EXPERIENCE:**

**Logistics and Warehouse Supervisor with Worldrep Trading Co for Trade Services, Dammam, Saudi Arabia:** May 2023 to September 2024 - 1 year, 6 months;

1. Liaising with the Procurement and Sales Team for receipt and delivery of chemicals from suppliers and to clients;
2. Responsible for Logistics for receiving imported chemicals and arranging for their proper classification and recording in designated inventory area;
3. Responsible for maintaining properly identified inventory of goods, releasing them based on delivery orders;
4. Responsible for Logistics for delivery of chemicals to customers;

**Supervisor - Warehouse & Projects, Drydocks World, Dubai LLC:** March 2006 to June 2020

1. Managing procurement, warehousing, Safety Supervision with **OHSAS 18001 Certified**, logistic functions;
2. Accepting Long Storage like Ship Propeller, Tail shaft, Generator and all Heavy Equipment, Storage inventory, and informing to Management for Storage charges, as per contracts with ship owners.
3. Direct coordinate with Clients Project Manager for distributing materials, equipment, machinery and supplies.
4. Arranging Meeting with Suppliers and Accounts personnel to resolve invoices.
5. Preparing JDs for new joining employees, assigning jobs and responsibilities.
6. Maintaining Performance records for each employee.

**Logistics and Material Coordinator/Supervisor, Chiyoda Foster Wheeler & Co LLC,** Muscat, Oman: Nov 2003 to Jan 2006.

1. Responsible for establishment of the Purchase department developing policies, procedures and formats;
2. Worked on US\$ 750 mn LNG project executed for the Government of Oman at Qalhat.
3. Responsible for forecasting future requirement of break bulk materials, vessels, cables, structural materials and piping materials.
4. Looked after the day-to-day activities of the material control department.

**General Overseer, Materials, with Sultan Asad Mohammed Est, Kuwait:** Aug 2001 to July 2003.

1. Responsible for all materials management functions.
2. Established efficient functioning of the department by developing and implementing policies, procedures and controls and a comprehensive database covering all aspects of the department.
3. Looked after materials planning for raw materials, consumables and sub assemblies to meet production and project schedules.

**Logistics In-charge with Aladdin Container Company, Dubai, UAE:** August 1997 to April 2001.

1. Responsible for operating the customs bonded container terminal;

2. Maintaining properly identified inventory of bonded containers and releasing them based on delivery orders;

**Warehouse Supervisor with Neeta Road Lines Pvt Ltd, Mumbai, India - May, 1992**  
July, 1996.

1. Responsible for maintaining properly identified inventory of goods, releasing them based on delivery orders;

### Education

1. **Bachelor of Commerce, Mumbai University, 1994.**
2. **Post Graduate Diploma in Materials Management, All India Institute of Management Studies, Chennai, 2005.**
3. **Diploma in Mechanical Engineering, International Council for Management Studies, Chennai, 2008.**
4. **MBA in Logistics Management from Private University.**

### Additional Skills

1. Internal Auditor OHSAS 18001:2007,
2. Positive Material Identification (PMI),
3. Safety Induction,
4. Fire Marshal Training,
5. Dangerous Material Management Training,
6. Safety Supervision Training, Risk Assessment Training, Appraisal Training.
7. MS Window 2007,
8. **Represented company Events, Material Handling Exhibition in the Middle East in 2013, 2015, 2017, 2019.**
9. First Aider Appointed by Company.

### Personal Details

- **Date of Birth: 10, April, 1969.**
- **Languages: English, Arabic, Hindi, Urdu, Marathi, Gujarati and Konkani.**
- **Address: 901 Al Ameer Apartment, Jail Road South, Dongri, Mumbai 400009.**