

PROFESSIONAL SUMMARY OF

EMIL SHUHAIRI BIN ZULKIFLI

Supply Chain Management



PERSONAL PARTICULAR

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DOB: 23-04-1978

MARITAL STATUS: Married

GENDER: Male

NATIONALITY: Malaysian

LANGUAGES:

Oral – English & Malay

Written – English & Malay

QUALIFICATIONS

Executive Master's in Industrial Engineering Technology – Strategic Management of Operation Universiti Malaysia Pahang (UMP)

Diploma in Electronics Industry
German Malaysian Institute (GMI), Kuala Lumpur.

Certificates in Electronic Communication
Institut Kemahiran MARA, Perlis.

SKILL PROFILE

Sustainability Management – Environment, Social and Governance
Procurement Material and Services Operation Management
Project Procurement Management in EPCIC, EPCC, EPC, EpC and PC contract
Procurement Category Management (Strategic Procurement) in Fabrication Oil & Gas Supply Chain Management.

OTHER EXPERIENCE

SCM Procurement Manager, Material and Services
SCM Project Procurement Manager
SCM Section Head, Yard Procurement (Yard Operation)
Project Procurement Task Force Coordinator
Project Procurement Coordinator
Project Lead Buyer for E&I, Valve, Mechanical, Structural and Piping disciplines
Field Engineer (Valves Service and Repair)

SUMMARY OF SUPPLY CHAIN MANAGEMENT EXPERIENCE IN OIL & GAS CONSTRUCTION AND FABRICATION

20 years of direct experience in Oil Rig Construction/ Fabrication for Oil & Gas industry Supply Chain Management under various responsibilities as below:

- SCM Manager, Planning, Governance and Vendor Management
- SCM Sustainability Initiative – Environment, Social, Governance
- SCM Task Force on Climate Related Financial Disclosures (TCFD)
- Project Procurement Manager – project bidding proposal
- Project Procurement Manager
- Section Head, Yard Procurement and Category Management.
- Project Procurement Task Force Coordinator
- Project Procurement Coordinator
- Procurement Lead Buyer (ST/ PIP/MECH/E&I) – Materials/ Equipment and Services
- Senior Procurement Executive cum Expeditor
- Procurement Executive cum Expeditor for Electrical & Instruments discipline
- Field Service Engineer for five (5) years

Acquired vast experience in Project Procurement Management task as below:

- Project Procurement Manager since 2012
- Project Procurement Coordinator since 2008
- Project Procurement Buyer for E&I, Mech, Valve from 2007 - 2011

Gained proficient skills in procurement project management such as **EPCIC, EPCC, EPC, EpC and PC** contract. Formulate strategies and frameworks for procurement & sourcing through contract schedule, joint tendering between Fabricators and PSCs and in-line with Purchase to Pay (P2P), Quality Assurance Procedure, Project Procurement Specific Procedure (PSP) and Fabrication Standard Procedure (FSP) to achieve value savings for the Company.

Supply Chain Yard Integrity and Safety Committee for Sapura Energy Berhad

- Identifying areas of potential efficiency improvement
- Identify any gap(s) in controls and make practical recommendations
- Involved in supply chain reporting, compliance, and integrations
- Promote controls and sound risk management
- Promote high Integrity behaviour.

Achievements

- Re-developed (revised) the Quality Assurance Procedure for Procurement. Continuous Improvement for Quality Management System (QMS)
- Developed and implemented Project Specific Procedure with reference made to P2P and QAP. In this procedure there are critical process to be adhered i.e., Yard Tender Panel/ Committee (YTP/ YTC) sitting; Limit of Authority (LOA)
- Successfully deliver various EPCIC, EPCC, EpC and PC project with Zero Punchlist.
- Received recognition certificates for all projects involved.

SUMMARY OF WORKING EXPERIENCE

Position	: Manager, Supply Chain Management Planning and Vendor Management
Reporting to	: Head, Planning and Strategic Sourcing (SCM)
Period	: June 2020 to Present
Company	: Malaysia Marine and Heavy Engineering Sdn Bhd
Location	: Malaysia Marine and Heavy Engineering Sdn Bhd, West Yard, Pasir Gudang, Johor

Introduction

- Manage and drive MMHE SCM's Divisional Planning & Compliance session in meeting the divisional business goals and ensure divisional operations are in accordance with procurement policies, procedures, and guidelines, as well as optimal utilization of resources with budget.
- Manage and drive vendor management and vendor registration to support company's business needs and enhance the value chain of supply management in line with the Company vision of becoming world class player.
- Develop and improve the project procurement policies, project specific procedure for lump sum contract and cost-plus contract under Procurement Project Specific Procedure and regulatory requirements.
- Manage and drive SCM annual strategy plan to improve operational reliability are aligned with MMHE annual business strategy.
- Manage and strategies the departmental budget (CAPEX&OPEX) and utilization to ensure expenses are within approved budget.
- Manage and strategies process improvement initiatives in achieving operational excellence level and monitoring mechanism to protect the integrity of supply chain activities and practiced good governance in the overall processes.
- Manage and review SCM policies, procedures, guidelines, and governance (i.e., quality assurance, QKPI, procedures and guidelines, etc.) that will facilitate consistency in approach and professional conduct of affairs, process integrity, compliance with regulatory, Group and safety guidelines, industry best practices, corporate goals and objectives and improve risk management.
- Manage and strategies vendor/subcontractor assessment plan to minimize MMHE business risks and protect MMHE interests.
- Manage and develop vendor/subcontractor engagement sessions with collaboration with other departments e.g., QHSE, PMT, Corporate Communication, Security etc.
- Manage and execute Consequence Management Committee (CMC) in addressing non-performance and non-compliance of vendors and subcontractors.
- Manage and establish vendor/subcontractor development programs and update CAC members on periodically basis.
- Manage and develop vendor audit plan with collaboration with other departments e.g., QHSE, PMT, Corporate Communication, Security etc
- Manage and review technical capabilities, track record, performance, financial standing, commercial competitiveness and recommend new/renewal registration applications for potential vendors / subcontractors for Company to engage with capable & performing vendors/subcontractors to support the supply chain requirement.
- Manage and ensure all the documentation related to vendor registration activities are controlled and recorded properly in system for future reference and audit purpose.
- Manage and develop relationship with relevant parties (e.g., Client, Business Development, Commercial, Project Management Team and other departments or sections within SCM Division, etc.) and vendors/contractors to facilitate smooth connection within parties to deliver the divisional.

SUMMARY OF WORKING EXPERIENCE

Position	: Project Procurement Manager
Reporting to	: General Manager – Bid & Operation Support
Period	: March 2018 to Present
Company	: Sapura Offshore Sdn Bhd
Location	: Sapura Energy Berhad Fabrication Yard, Lumut, Perak. Malaysia.

Introduction

- Managed and lead a team comprises of personnel inclusive of Buyer, Expeditor, Logistic, Procurement Project Coordinators and Tender Secretary.
- Acquiring material and contract services in the most effective and cost-efficient manner while ensuring full compliance to Sapura Energy Berhad established procurement policies, procedures (P2P-Procure-to-Pay) & Cost-Plus Procedure under Procurement Project Specific Procedure and regulatory requirements. Practiced good governance and integrity in the overall processes and implementation.
- Prepare and review tender plans/strategy for Procurement prior procuring the material/ equipment/ services to ensure the best selection of tender strategy to maximize value creation. Provide advisory services and expertise to domestic and international authorities.
- Oversees all Procurement activities associated with the effective purchasing of Project requirements by the Procurement Department in accordance with Project or end user schedules, specifications and budgets.
- Plan and execute the tasks at hand according to the planned schedule(s), to meet working budget and to meet the team(s)' objective(s).
- Take charge, accountability, and full responsibility for all the packages handled by discussing the contracting strategy with the Sapura Project Management/ Board Directors, anticipating the future problems and issues with regards to contracting / procurement and to provide advice for the appropriate course of action in achieving the team's targeted cost savings.
- Vendor engagement and evaluate vendor performance on continuous basis.
- Attending Project/ Department Meeting.

SUMMARY OF WORKING EXPERIENCE

Position	: Procurement Manager
Reporting to	: AVP Procurement
Period	: October 2017 to Present
Company	: YTY Industry Sdn Bhd (YTY Group)
Location	: YTY Industry Sdn Bhd, Perak. Malaysia.

Introduction

YTY Group (Indorama Group Company) was established in 1987 and today is one of the main manufacturers of the premium quality nitrile rubber gloves producer and have been producing a diversified range of high quality and innovative medical examination gloves for the worlds market for more than 22 years to over 33 countries around the globe. The main production is located in 3 different locations – Batu 10, Lekir/ GP Aceh, KG Aceh/ GP Lumut, Lumur Port Industrial Park.

Duties / Responsibilities

- Managed and led a team comprised of 6 personnel inclusive of Buyer and Expeditor in acquiring material and contract services in the most effective and cost-efficient manner while ensuring full compliance to YTY Industry established procurement policies, procedures and regulatory requirements. Practiced good governance and integrity in the overall processes and implementation that meeting General Industry construction requirement.
- Prepare and review tender plans/strategy for Procurement Department to ensure the best selection of tender strategy to maximize value creation.
- Successfully developed strategies and lead in negotiation of Contract to achieve maximum cost saving and better terms and conditions to meet business requirements. To work closely with Users and Authorities to ensure all procurement activities are planned and executed efficiently and effectively with compliance to the rules and regulations of Supply Chain and Malaysia Government Laws.

SUMMARY OF WORKING EXPERIENCE

Position	: Section Head, Yard Procurement
Period	: Sept 2011 to March 2017
Company	: Sapura Fabrication Sdn Bhd (formerly known as SapuraKencana HL Sdn Bhd/ SapuraKencana Petroleum Berhad)
Location	: SKPB Lumut Fabrication Yard

Duties / Responsibilities

- Managed and led a team in fabrication yard (Sapura Fabrication) located in Lumut Industrial Park.
- Managed activities in acquiring material and contract services in the most effective and cost-efficient manner while ensuring full compliance to SKHL established procurement policies, procedures, and regulatory requirements. Practiced good governance and integrity in the overall processes and implementation.
- Prepare and review tender plans/strategy for Procurement Department to ensure the best selection of tender strategy to maximize value creation.
- Providing effective support to the Supply Chain Management as a group. Assist in addressing audit comments and requests (across group of companies and also clients) in timely manner.
- Responsible in achieving the established KPIs for the team and individual team member.
- To maintain good working relationship and strong reputation across group company and client.
- Coach and condition staff into having the right mind set and manners needed to achieve the aspiration of Sapura Energy corporate agenda & sustain the momentum to become a global champion, communicate and interpret the objectives and provisions of the *codes of conduct and business ethics*.
- Responsible for approval and reviewing Commercial Bid Evaluation (CBE) documents and Purchase Order (PO), Letter of Intent (LOI) & Letter of Award (LOA) for value below RM500,000.00 as accordance to Level of Authority (LOA) in Sapura Energy Berhad for Sapura Fabrication.

SUMMARY OF WORKING EXPERIENCE

Position	: Lead Buyer/ Team Leader Procurement Coordination Team as Representative of Central Procurement KL / Senior Procurement Executive cum Expeditor
Period	: April 2011 to September 2011
Company	: Kencana HL Sdn Bhd (a subsidiary of Kencana Petroleum Berhad)
Location	: Kencana HL Lumut Fabrication Yard

Position	: Procurement Executive cum Expeditor
Period	: Sept 2007 to April 2011
Company	: Kencana HL Sdn Bhd (a subsidiary of Kencana Petroleum Berhad)
Location	: Kencana HL Lumut Fabrication Yard

Duties / Responsibilities

- Exercise procuring material and services for Projects and Company requirement.
- Reviewed and evaluated supply and demand analysis for short- and long-term material requirements and consumption for the development of contracting approach.
- Act on urgent & ad-hoc requirements & resolved issues by providing solutions through optimization of available resources, effective planning and coordination works, evaluation and elimination of business risks or exposure due to the urgent requirements and ensuring no compromise to the quality and/or projects schedules
- Monitored vendor performance & compliance to Contractual Terms & Conditions through the established tracking mechanism/ tools, provide feedback on vendor performance and assist in the resolution of issues to ensure no delay or interruption to projects execution
- Manage expediting team and individual expeditor on expediting matters and provide desk and field expediting action to ensure the deliverables of materials and services are meet project schedule requirement
- To supervise the project procurement requirement & consumption in correlation with the time and cost given by the Project Management Team (PMT)
- To involve with any meeting set by PMT and be part of PMT team member.

SUMMARY OF WORKING EXPERIENCE

Position : Field Engineer Offshore (Mechanical/ Valve)
Period : Jan 2002 to July 2007
Company : ESSEM Corporation Sdn Bhd
Location : Taman Melawati, KL

Duties / Responsibilities

- Performing offshore and onshore service Valve maintenance and repair & On-line Valve Lubrication (insitu).
- Ensure all the jobs done are invoiced accordingly to the respectively customer/ client.
- Responsible for all invoicing to ensure the business cash flow runs smoothly without any hiccup.
- Focusing on projects to bid to ensure the continuous service order in place.
- Ensure delivery of equipment and material as per scheduled on awarded Service Order.
- Witness and close monitor all equipment to be installed at site work as planned.
- Develop & plan marketing strategies & budget, implement & control its development to achieve target and objective;
- Perform market analysis, including total available market shares of market reconciliation, competitive analysis and market price tracking; fled

PROJECTS INVOLVED

- PCSB – PMO: Contract Holder for 3 Years Periodical Preventive Maintenance Program.
- PGB : All Peninsular Region. On call basis.
- Talisman : Offshore – Periodic Preventive Maintenance Program service contract.
- Petronas Carigali (HK) Myanmar: Periodical Preventive Maintenance Program service contract – Yetagun Platform, Myanmar
- Compressor Waterline (Water District Cooling) At King Saud University, Saudi Arabia: Periodical Preventive Maintenance Program service contract.
- Gas Pipeline Pertamina – Mastratech, Indonesia: Periodical Preventive Maintenance Program service contract.

PROJECT INVOLVED

MAR 2018 - PRESENT	Project Procurement Manager – EpC of Provision Of Engineering, Procurement and Construction (EpC) for SK408 Gorek and F6k-A Brownfield Integrated Module (F6 BIM) Development Project AND EpC of Provision Of Engineering, Procurement and Construction (EpC) for SK408 Larak and Bakong Development Project.
OCT 2017 – FEB 2018	Project Procurement Manager – Construction of Main Building Block A for Green Prospect (Lumut) at Lumut Port Industrial Park.
NOV 2015 – APRIL 2017	Project Procurement Manager – PC OF SK310 FOR B15 Topside and Jacket Project Development
SEPT 2014 – SEPT 2015	Procurement Coordinator – PCC Of Angsi Compression Module - Angsi Facilities Upgrading Project (AFUP) For Petronas Carigali
MAR 2014 – AUG 2014	Procurement Coordinator – EPC of Wellhead Platforms (CDW-B AND CDW-C) for Cendor Phase 2 Project, Block PM304 - Cendor Bridge Section 2
FEB 2014 – PRESENT	Project Procurement Manager – (PC) for Offshore Pipeline Tie-In Skid (PLTS) FOR Evacuation North Malay Basin Gas Delivery System (ENGDS) Project
SEPT 2012 – JUNE 2013	Procurement Coordinator – SIAKAP NORTH PETAI Development EPCIC – Provision Of Onshore Construction Services for KIKEH FPSO (Module 23 & Module 7)
JULY 2012 – MAY 2013	Procurement, Fabrication, Testing, Load-Out and Tie-Down Of Tapis-R Jacket, Piles And Appurtenances
OCT 2011 – APR 2013	KPOC – KBB Northern Hub Project Fabrication of KBB Substructure for Kebabangan Northern Hub Development.
FEB 2012 – JULY 2012	Procurement Coordinator – Refurbishment, Life Extension and Upgrading of The West Desaru MOPU
DEC 2011 – MAR 2013	Lead Procurement Coordinator (Lumut Yard) – Brunei Shell: EPC Of AMPA-9 HP Compression Project
JAN 2011 – JAN 2012	Project Procurement Coordinator - Sarawak Shell Berhad: Fabrication of F13K Compression Module and Modification Tie-In at E11P-B Brownfield
JAN 2011 – JAN 2012	Project Procurement Coordinator - Sarawak Shell Berhad: Fabrication Of E8K Compression Module
JAN 2011 – SEPT 2011	Task Force Procurement Coordinator – Sepat Early Production System (SEPS)
JULY 2009 – DEC 2010	Project Procurement Coordinator - Sarawak Shell Berhad: F28DR-A - Fabrication of F28DR-A Topside
JAN 2009 – OCT 2010	Project Procurement Coordinator - Sarawak Shell Berhad: CPDR-A (Cilipadi) – Fabrication Of CPDR-A Topside
JAN 2008 – DEC 2009	Buyer cum Expeditor (E & I) – Petronas Carigali: PC of KNJT-C Development Project Buyer Cum Expeditor (E & I) – Petronas Carigali: PC of TBDR-A Development Project Buyer Cum Expeditor (E & I) – Petronas Carigali: PCC of Dulang-B Gas Compression Enhancement Project Buyer Cum Expeditor (E & I) – Murphy Oil Co.: Golok-A (GO-PA), Golok-B (GO-PB) & Serampang-A (SEPA)
SEPT 2007 – SEPT 2008	Buyer Cum Expeditor (E & I) – CPOC (Carigali PTTEPI Operating Company) – EPCC of Tripod, MLDQ and Bridges Buyer Cum Expeditor (E & I) – Petronas Carigali: EPCC of J4 Development Project

ACHIEVEMENTS

Supply Chain Management – Management Level

Introduce initiatives at intra/ inter department level which will improve business process, productivity and deliver with timely manner:

- Developed 1 company under VDP^x program and managed to award civil works with total value of RM500K. Managed to expand the company capacity and capability for Marine Operation as a tariff subcontractor (piping).
- Introduce improvement to Procurement Process and Tender Secretariat for group.
- Vendor/ subcontractor expansion programs to support new dry dock (DD3 in MMHE)
- Together with the team implementing Vendor Management Integrated System and vendor/ subcontractor e-Assessment

Project Procurement Management

Deliver Project Procurement within project schedule with Zero Punchlist (procurement):

- EpC of Provision Of Engineering, Procurement and Construction (EpC) for SK408 Gorek and F6k-A Brownfield Integrated Module (F6 BIM) Development Project AND EpC of Provision Of Engineering, Procurement and Construction (EpC) for SK408 Larak and Bakong Development Project.
- PC OF SK310 FOR B15 Topsides and Jacket Project Development
- PCC Of Angsi Compression Module - Angsi Facilities Upgrading Project (AFUP) For Petronas Carigali
- PC for Offshore Pipeline Tie-In Skid (PLTS) for Evacuation North Malay Basin Gas Delivery System (ENGDS) Project
- Refurbishment, Life Extension and Upgrading of The West Desaru MOPU
- Sarawak Shell Berhad: Fabrication of F13K Compression Module and Modification Tie-In at E11P-B Brownfield
- Sarawak Shell Berhad: Fabrication Of E8K Compression Module
- Sarawak Shell Berhad: F28DR-A - Fabrication of F28DR-A Topsides
- Sarawak Shell Berhad: CPDR-A (Cilipadi) – Fabrication Of CPDR-A Topsides

Business Development – Vendor/ Subcontractor level

Introducing Strategic Partnership with Manufacturer as part of securing order/ contract:

- PCSB – PMO: Contract Holder for 3 Years Periodical Preventive Maintenance Program (Online Valves Lubrication System)
- Petronas Carigali (HK) Myanmar: Periodical Preventive Maintenance Program – Yetagun Platform, Myanmar
- (Water District Cooling) At King Saud University, Saudi Arabia: Periodical Preventive Maintenance Program.

[Open]

YEAR ATTENDED	TRAINING/COURSE
DEC 2020	Advance Risk Management for Business Operations – by Byron Nifakis (PMP, PRINCE2, AgilePM, Scrum, FCBA, ITIL, ACTA), Thomvell International (Nascent Consulting)
JUNE 2020	Anti-Bribery Management System (ABSM) – by Centre of Excellence, MMHE
MAR 2018	Anti-Bribery and Corruption – by Sapura Energy Berhad and Shell Gorek and F6BIM Project
JAN 2016	Advance Negotiation Skills – By BCM
JAN 2014	3 rd Annual National Procurement & Integrity Forum For Public And Private Sectors 2014 – By MICG (Malaysian Institute Of Corporate Governance)
APRIL 2013	Professional Communication & Interpersonal Skills For Effective Organization Development – By MEF Academy Sdn Bhd
JAN 2013	Essential Negotiation Skills – By MEF Academy Sdn Bhd
DEC 2012	Executive/Engineer To Manager Program – By Up skill Consulting Sdn Bhd
OCT 2012	Termination of Employment Training – MEF Academy Sdn Bhd
JAN 2012	Effective Negotiation Skill – By Total Performance Consultancy
JUNE 2011	Contract Administration Principles And Practice – By CK Oon & Co
JAN 2007	Myanmar – Yangoon , Petronas Carigali (Hong Kong) Limited, OLIVALS (Online Valve Lubrication And Sealing Systems) Presentation.
JULY 2006	Jakarta, Indonesia – Olivals (Online Valve Lubrication And Sealing Systems) Seminar To Train PT Mastratech/ PT Baranta Servicing Team.
MAR 2006	Riyadh, Saudi Arabia – Supervise Online Valve Servicing At King Saud University For Water Chill System (Water District Cooling) International Marine Organisation (IMO) requirement COURSE.
JAN 2005 – MAY 2005	Norway in Oslo, Kongsberg, Tonsberg and Horten - Kongsberg Products Competency Technical Course – Marine Vessel Navigation Systems and Black Box.
JULY 2004	Pattaya, Thailand – K-Tek Level Gauge Seminar.

REFEREES: TO BE PROVIDED UPON REQUEST

CURRENT SALARY: MYR16,000.00

EXPECTED SALARY: MYR18,000.00

AVAILABILITY: 3 months' Notice Period