

PERSONAL DETAILS

Name : Tan Zhe Chua
Age/DOB : 36 years old /10th Oct 1988
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Email Address : zhechua@gmail.com
Qualification : Bachelor of Mechanical Engineering
Universiti Putra Malaysia
Working Experience : ~ 11 years

SUMMARY

11 years of working experience in power generation, oil & gas and facility management and real estate industry. Experienced in project tendering, sourcing, estimating and data analysis. Current role as Region Head of Facilities Management for APAC region which involves in managing the operation of office, facilities and office expansion project.

WORKING EXPERIENCE**Region Head of Facilities Management APAC at Ørsted**

March 2021 – Present

- Establish and execute strategic direction for facility team in alignment with Global Facility Management's strategic objectives
- Oversee and lead the facility maintenance team in APAC and ensures the buildings are properly maintained & functioned
- Develop, implement and review workplace sustainability strategies that support environmental and company sustainability strategy
- Drive and improve workplace safety and attractiveness to secure the health and well-being of colleagues for example ISO 140001, 450001
- Develop and maintain operating budgets (~USD 1.8mil) for all sites approximate 143,000 square feet and responsible for profit & loss for profit centre owned
- Utilize data to develop trends and insights that will drive continuous improvement and cost performance for example Power BI, Integrated Workplace Management Software
- Manage third-party contractors/vendors engaged in facility management service landscape
- Lead projects and construction to achieve site needs and growth with project value approximate USD 3.5mil

Regional Facilities Manager at CBRE

October 2017 – February 2021

- Manage client's facilities and assist in development of capital and operating budgets
- Oversee operations and maintenance issues and problem solving for sites
- Respond to all emergency situations (safety issues, equipment breakdown)
- Coordinate maintenance efforts with client, outsource contractors, and technicians
- Assist in develop new management contract and scope of work
- Recommend and implement improvements for preventive maintenance programs and develop effective maintenance guidelines to drive continuous improvement
- Establish and monitor programs to ensure compliance with government regulation and client directives as relate to site operations
- Ensure safety and health policies, procedures are complied with authorities and client directives
- Perform analysis on capital and operation cost to drive saving initiative program and achieve cost efficiencies
- Perform benchmarking and metrics reporting regarding account-level KPI's for APAC region

Operation Analyst at CBRE

January 2016 – September 2017

- Conducts analysis of operations such as repair vs replace, service line performance by using set of maintenance history data

Proposal Engineer at SapuraKencana Petroleum Berhad

December 2013 – January 2016

- Source & estimate for tender
- Study ITB, basic design data, engineering output and client specification
- Prepare & monitor Procurement and Subcontract Plan
- Produce Request for Quotation (RFQ) package
- Evaluate proposal from subcontractors and produce Commercial Evaluation Report (CER)
- Produce procurement summary to identify overall cost
- Negotiate with subcontractors/vendors to generate saving for project

Mechanical Engineer at Malakoff Corporation Berhad

September 2012 - December 2013

- Assist Project Manager in developing Greenfield project
- Review proposal from EPC contractor both technically and commercially
- Liaise regularly with contractors in order to deliver projects according to project schedule
- Produce weekly report and update all the works' progresses to Project Manager

CERTIFICATION & SKILLS

- IASSC Certified Black Belt TM
- Microsoft Excel (pivot table, v-lookup and etc)
- Microsoft Project with certification
- Project Management with certification
- Power BI
- Facility Management
- Negotiation Skill

RECOGNITION

- Certificate of Excellence in recognition for commitment to health, safety and well-being of clients, colleagues and work environment

REFERENCES

- Shall be provided upon request