

FAISAL MATEEN

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CAREER OBJECTIVE

Experienced Project Planning engineer in the Oil and Gas industry with track record of leadership and teamwork. Possess strong planning, analytical and problem-solving skills. Core competence including managing the Turnaround Projects and risk management, Cost controlling, Scheduling, Developing the deliverables of Project phases, Material Management, Planning for Major project Constraints i.e Scope, Duration, Cost, Resources. Site safety inspection and creation of Project tracking dashboard. Managing all the Project phase reviews with Internal and External Stakeholders. Capable to deliver the results with minimum direction and supervision.

EXPERIENCE

Planning Engineer -- Descon Engineering , Rejuvenation project, Das Island , UAE
August 2025 – Present

Planning Engineer — SAUDI ARAMCO (THROUGH ARABIAN FAL CONTRACT, LFC)
November 2017 – May 2025

- Follow up with inspection for EIS list for the upcoming years
- Plan the budget for yearly EIS items as well as for Major Turnaround along with Tank T&I Projects.
- Develop common Turnaround Project Charter for all the Tank T&Is for each year and single Charter for Large or Major Turnaround Project, which contain all high-level information related to cost, execution duration, contracting strategy, labor, non-labor and material resources, overall summary of the milestone etc. and obtain all the necessary approval as per the requirements.
- Develop detailed scope of work for each T&I event, prepared detailed cost estimation, this estimation includes the cost for required materials, required labor and non-labor resources.
- Develop deliverables related to Project Phases i.e GATE-1, GATE-2, GATE-3, GATE-4 as per T&I manual developed by CMS and get necessary approvals from concern parties for the required deliverables.
- Developed detailed execution schedule for each Tank T&I as well as Large Turnaround Projects through Primavera P-6.
- Identify and load the required resources and supportive equipment on the primavera P-6 schedule for each T&I event, Track the overall progress during the execution and archive the report. Maintain the S-Curve computation methodology, include mobilization & demobilization activities along with activities to perform at the local shop or MSSD and identify the critical and near critical path.
- Prepare Look ahead schedule and share with concern parties also develop attention plan for the critical and near critical path.
- Perform earned value analysis in terms of Cost Performance Index (CPI), Schedule Performance Index (SPI), Cost Variance (CV) and Schedule Variance (SV) during the overall execution phase for Tank T&Is and Large Turnaround Projects.

- Facilitate risk identification sessions and conduct qualitative risk analysis.
- Develop risk management plan along with risk register for all Tank T&Is and Large Turnaround, identify and follow up with risk owner to monitor the risks and update the risk register periodically.
- Develop work package for each Tank T&Is scope as well as Large Turnaround scope, this package contains major deliverables i.e. detailed scope, equipment Job card, resource details, contractual requirements, material information, execution schedule , ANDT inspection plan, support services requirements, detailed cost estimation etc.
- Develop and maintain the KPI dashboard through Power BI and MS excel for overall Tank T&Is and Large Turnaround Projects, which contains all the statistics i.e. planned vs actual cost, manhours and duration along with overall HSE statistic in terms of unsafe acts, unsafe conditions and near misses along with other HSE events. Also, KPI dashboard visualize the results of Earned Value Analysis (EVA) i.e. Cost Performance Index (CPI), Schedule Performance Index (SPI), Cost Variance (CV) and Schedule Variance (SV) etc.
- Develop and maintain overall tracking system through Power BI and Excel for internal orders, sub orders as well as for P.Os to track the overall cost utilization for both Tank T&Is and Large Turnaround Projects. Same tracking system track the completion status of deliverables on the stage gated system.
- Presented Phase Gate's deliverables to Peers and Internal stakeholders to obtain the clearance for next phase of Major Turnaround and Tank T&I scope.
- Presented HSE deliverables to Loss Prevention Department and internal stakeholders to obtain the clearance for execution phase.
- Participate with OME team to identify all equipment that required rate reduction to include 3 years OSPAS plan, developed 3 years OSPAS plan to get approval from SONPD Director.
- Develop site safety layouts for each major tank, prepare and update the Job cards for individual equipment.
- Develop T&I close out reports for the major tank T&I align with field inspection report as well as large turnaround.
- Develop and present critique meeting slides to all stakeholders after completion of tank T&I or major turnaround.
- Develop the tracking dashboard through Power BI and MS Excel. Track the daily execution progress for each turnaround and represent the insight of Earned value analysis to the management.
- Develop the scope of work for MFC and SFC as per the requirements.
- Initiate internal orders, notifications and workorders for yearly schedule equipment as well as tank T&I.
- Update all the working history along with the daily progress on the workorder before make TECO or close.
- Update the internal orders throughout the year and follow up with plant foremen to TECO or close the internal order as per the requirements.
- Follow up with contractor for mobilizing all the required manpower and equipment as per the approved CRPO on time.

- Identified the requirement of ANDT method for the tubes with inspection and schedule MFL or ECT with the responsible vendor as per the requirements.
- Follow up with MFL crew to get the MFL report on time and sent to inspection for their further analysis recommendations.
- Identify and order all required material for EIS items, closely follow up with the vendor to expedite the arrival.
- Coordinate with vendors, buyers and MRP controllers in order to expedite all required long lead material.
- Schedule crane, Hydrotest and relief valve calibration by utilizing SAP.
- Create override request as per the emergency requirements of the materials.
- E-catalogue the direct charge material.
- Create heavy Equipment request for Air Compressor, Forklift, Flood lights etc. in order to utilize for major turnarounds.
- Coordinate with transportation and third-party vendor to revalidate all the inspection stickers for Air Compressors, Flood Lights, Welding Machines, Forklift and Steam Boilers.
- Prepare truck request for tractor head and flatbed to mobilize the large and small steam boiler as per the requirements.
- Create reclamation request to remove empty degreaser drum from T&I yard.
- Coordinate with transportation and third-party vendor for timely resolve the breakdown of Air Compressor, Flood lights etc.

Project Engineer — ROYAL COMISSION JUBAIL & YANBU
September 2015 – October 2017

- Ensuring all the required products available at the job site and meet with the quality standards.
- Ensuring QC team maintain standards in accordance with the approved method of Statements, Technical Orders/Manuals and ISO standards.
- Development and review of the project quality program documents manual and work processes.
- Coordinate project management activities, resources, equipment and information.
- Mentoring during the preparation and control of projects quality system management documentation.
- Providing QA/QC statistics and report these activities to Qc Manager.
- Tracking and monitoring site inputs into the quality system ensuring compliance with QMS.
- Break projects into doable actions and set time frames. Monitor project progress and handle any issues that arise.
- Review and assess cost estimates. Identify labor, material, costs and time requirements by researching proposals, blueprints, and any related documents.
- Liaise with clients to identify and define requirements, scope and objectives.
- Analyze risks and opportunities. Oversee project procurement management.
- Act as the point of contact and communicate project status to all participants.
- Supervise all mechanical construction activities to ensure all the work are carried out as per Project Specification and Schedule.
- Checking materials and work in progress for compliance with the specified requirement.
- Pre-production meeting, scope of work, fixing the manpower. Planning, organizing, monitoring and controlling whole site activities. Utilization of all the available resources such as manpower, machineries, materials & place.

Meet the customer requirements for deliveries & Quality product.

- Performed QC Inspection on products received by supplier.

EDUCATION

Bachelor of Engineering in Mechanical.

RGPV.

Bhopal M.P, June 2015

CERTIFICATIONS

- QMS 9001:2015 Lead Auditor. (Exemplar Global)

ADDITIONAL SKILLS

- Power BI.
- Primavera P-6.
- SAP.
- MS word, MS excel, Publisher.

TURNAROUND PROJECTS

- **Turnaround for 2024 Tank T&I's for Safaniya and Tanajib plant and Large Turnaround for Tanajib GOSP Plant. (Execution Phase).**

Identified high-level scope, estimate the cost as per analogues estimation method, identified all the requirement with baseline to execute overall 2024 tank T&Is as well as Tanajib GOSP turnaround. Developed charter for both i.e. tank T&I's and large turnaround. Develop milestone for each item as per Corporate Maintenance Services guideline. Conducted brainstorming session with SME for risk identification, create and update risk management plan and risk register. Developed contracting strategy and contractual procurement, and identified all required long lead materials. Developed communication plan along with RACI chart. Update stage gate tracking system as per the deliverables completion. Developed Execution Schedule and Execution control Dashboard. Developed HSE deliverables for Each Tank T&I scope and Major Turnaround. Conduct Phase gate review with Peer and internal stakeholders. Monitored contractor's mobilization, monitored and control the cost during the execution.

- **Turnaround for 2023 Tank T&I's for T-3 Crude Storage Tank, T-64 Slug Demulsifier Storage tank, T-62 Normal Demulsifier Tank at Safaniya 369 GOSP Plant, T-06 Formation Water Storage Tank at Safaniya G-26U Utility Plant, D-42 Fire water tank at Tanajib G-42 utility plant.**

Planned budget and ordered material for executions. Developed all deliverables as per the T&I manual i.e. Charter for Tank T&I 2023, developed milestones, Contracting Strategy, Contractual Procurement, identification of long lead materials and ordered, overall scope identification and freeze, JSA as per construction safety manual, site safety layout, execution plan, execution schedule, deliverables of HSE packages etc. Creation of P.R and P.O for vacuum tanker, super sucker and manpower, develop calculation sheet for external and internal scaffoldings. Update stage gate tracking system as per the deliverables completion. Tracked the progress and updated the Primavera Schedule including earned value analysis during execution. Monitored Contractor's mobilization, monitored and control the cost during the execution.

- Turnaround for T-101 Degassing tank at Safaniya 486 plant, Saudi Aramco (Started on June 2022, for 60 days)**
 Planned budget and ordered material for this execution. Coordinate with vendors, buyers and MRP controllers to expedite the delivery of the material. Created PR for the Vacuum tanker, super Sucker and manpower and scaffolding. Coordinate with Contract unit to create P.O related to all P.R. Created portable equipment support request. Actively followed with all the vendors for their readiness.
- Total Safaniya Plant Shutdown, Saudi Aramco (Started on January 2022, for 20 days)**
 Worked as Project Engineer and track all the progress through developing tracking dashboard. Implemented schedule crashing technique to complete this mega shutdown on timely. Tracked the progress and updated the Primavera Schedule including earned value analysis during execution. Monitored Contractor's mobilization, monitored and control the cost during the execution.
- Turnaround for Tanajib Gas Plant. Saudi Aramco (Started on September 2021, for 20 days)**
 Actively participated with all planning activities including creation of contractual P.R and P.Os, scheduling crane and RVs. Conduct site safety inspection, coordinate the T&I execution team for safe and efficient completion of turnaround.
- Turnaround for Tanajib GAS and GOSP Plant, Saudi Aramco (Total 138 Equipment, started on November 2019 for 40 days)**
 Developed all T&I package components i.e. development of charter, identification of high-level scope, deliverables belongs to HSE package etc. Developed executions schedule for 138 equipment, identified critical and near critical path. Developed detailed scope of work for Mid Form Contract. Developed dashboard to track overall progress as well as all the documents related this turnaround, conducted Site safety inspection during the overall execution. Coordinate the T&I Planning & Execution team and provided safety support for the full scope that include 138 equipment.
- Turnaround for T-100 Spheroid Tank at Safaniya 486 Plant. Saudi Aramco (Started on March 2019 for 45 days)**
 Developed all GATE related deliverables i.e. Charter, high level scope, risk and mitigation plan, identification of long lead material, detailed scope, execution schedule etc. also developed all the deliverables belongs to HSE package as per the T&I manual and coordinate the T&I planning and execution team for safe and efficient completion of the tank turnaround.

POWER BI PROJECTS

- Execution Dashboard for Crude Storage Tank.**
 Designed and developed comprehensive Power BI dashboard to track critical project parameters for the crude storage tank T&I execution. This execution dashboard visualizes the execution parameters i.e. planned vs actual cost, duration, resource utilization. It also visualizes the factors from earned value analysis, i.e. Cost performance index (CPI), Schedule performance index (SPI), To complete performance index (TCPI), Cost Variance (CV), Schedule Variance (SV) and HSE Statistic.
- Planning Dashboard.**

Designed and developed an all-inclusive Power BI dashboard for the maintenance services division's yearly maintenance activities. This searchable tool displays plant wise statistic on schedule maintenance completion rates also the status of work orders (Including sub orders), internal orders, notifications and deviated maintenance activities. It also features daily, monthly and quarterly T&I schedule breakdowns, third-party inspection validation status and Contractual manpower certification information. Finally, the dashboard represents the CRPO and SES status for both long form and short form contract.

PASSPORT DETAILS

Passport Number- C1877958

Place of Issue- Riyadh

Date of Issue- 01/10/2024

Date of Expiry- 30/09/2034