

SANDEEP V

Nationality: Indian **Date of birth:** 30/09/1979 **Phone number:** (+966) 540549612
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PROFESSIONAL SUMMARY

Experienced Construction Sr. Logistics Officer, Logistics Coordinator, and Logistics Supervisor with over 18 years of proven expertise in managing complex logistics operations, traffic management, and detour coordination across major infrastructure and building projects.

Successfully contributed to high-profile developments such as Saudi Aramco projects, The Red Sea Development, and the Dubai International Airport Expansion Project (Terminal 3). Skilled in material handling, manpower coordination, heavy equipment scheduling, site access planning, and temporary works logistics.

Recognized for ensuring smooth site flow, minimal operational disruption, and strict compliance with safety and security standards in high-density construction zones. Dedicated to optimizing logistics efficiency, maintaining schedule integrity, and supporting the timely completion of large-scale construction projects.

WORK EXPERIENCE

Sr. Logistics Officer

Shapoorji Pallonji Mideast [07/2024 – Presently working]

Project: Obhur Entertainment Complex – Jeddah

Client: Saudi Entertainment Ventures Co. (SEVEN)

Responsibilities

- Overseeing the establishment of temporary facilities on-site, including project offices, labor welfare facilities, and warehouses.
- Taking care of maintenance of labor rest areas, project offices, toilets, and other essential amenities to ensure proper functionality, cleanliness, and hygiene.
- Developing and adjusting internal roads and diversions as needed based on site progress and requirements.
- Arranging pedestrian walkways to ensure safety and accessibility on-site.
- Coordinating the shifting of storage areas and containers as per ongoing site developments.
- Coordinate with procurement and project teams to ensure timely delivery of construction materials.
- Track supplier schedules and follow up on purchase orders.
- Preparing the Material Storage Management Plan and submitting it to the Consultant for approval
- Updating the logistics plan monthly to reflect site changes and submitting it for consultant for approval.
- Organizing space for the unloading of external materials on-site.
- Managing all temporary works required at the site, including fencing, gate installations, CCTV camera setups, and car parking sheds with the help of company employees or subcontractors as necessary.
- Maintaining detour areas, barriers, and signboards for operational efficiency and safety.
- Collaborating with other departments on-site to meet logistics requirements effectively.
- Planned and executed traffic management schemes for detours and project sites to ensure safety and minimal disruption.
- Coordinated with contractors, consultants, and authorities for temporary work permits and approvals.
- Managed logistics operations, including materials delivery, vehicle movement, and workforce allocation.
- Attending weekly walkthroughs with PMC (Diyar) and Consultant (Parsons), capturing action items and driving timely close-out.
- Arranging equipment for unloading and loading materials as required for site needs.
- Ensured all site operations met safety and compliance standards.
- Additionally, I handle other tasks as instructed by management to ensure smooth project execution.

Logistics Supervisor

MAS Engineering and Contracting LLC [04/2019 – 08/2024]

Projects: 1. Jizan Home Lot Development Project – Client: Saudi Aramco

2. Saudi Aramco Offices project - SPARK – Client: Saudi Aramco

3. Amala Triple Bay Project – Client: Red Sea Global

Responsibilities:

- Strategically plan and allocate logistics job work for the upcoming day, week, and month.
- Manage the logistics of multiple construction sites, including material deliveries and equipment allocation.
- Oversee maintenance of plant/equipment and transport fleet, ensuring optimal performance.
- Supervise on-site equipment movements, ensuring precision in deployment and utilization.
- Coordinate delivery of heavy equipment like AHU, UPS, and Chillers.
- Arrange third-party certification for lifting-rigging equipment.
- Handle and shift materials from stores to work locations.
- Improve control over warehouse and transportation operations.
- Coordinate trucks delivery from suppliers and stores to site locations.
- Place orders with suppliers, ensuring documentation is in order.
- Interact with suppliers on delivery delays, damaged goods, or incorrect quantities.
- Dispose of scrap according to procedure.
- Monitor daily material delivery and raise materials purchase requisition.
- Check materials packing list and ensure proper handling.
- Maintain order level of materials and check email communications.
- Coordinate with manpower supply companies for site requirements.
- Control daily petty cash expenses and prepare weekly summaries.
- Maintain accurate reporting, records, and documentation for all logistics activities.
- Ensure compliance with health, safety, and company policies.
- Prepare payment certificates for labour contractors.

Logistics Supervisor

Azmeel Contracting Co. LLC [12/2014 – 04/2019]

Project: South Dahrn Housing Development Program.

Client: Saudi Aramco

Responsibilities:

- Strategically plan and allocate logistics job work for the upcoming day, week, and month.
- Develop and implement logistics plans to optimize workflow and reduce delays.
- Oversee the maintenance of plants, equipment, and transportation systems.
- Supervise all equipment movements at the site, ensuring optimal functionality.
- Liaise with contractors, suppliers, and project managers to coordinate deliveries and resolve logistics issues.
- Coordinate the arrangement of heavy equipment on-site based on project requirements.
- Facilitate the handling, shifting, and organization of various materials from stores to work locations.
- Take responsibility for water, de-watering, diesel, and electricity supply for the site.
- Organize sewage tankers as per site requirements.
- Ensure proper location allocation for materials and maintain a well-organized stockpile to prevent damage.
- Collaborate with construction teams regarding advanced material requirements and setup.
- Undertake additional tasks entrusted by management to support overall project objectives.
- Exercise control over daily petty cash expenses and cash purchasing activities, ensuring financial prudence.
- Implemented rigorous safety standards for all logistics vehicles, including regular maintenance checks and driver training programs.
- Monitored and enforced compliance with safety regulations for transportation activities.

Logistics Coordinator

THERMO LLC [05/2006 – 09/2011]

Project: Dubai International Airport Expansion. Terminal III - UAE

Client: Dubai Civil Aviation Authority

Responsibilities:

- Strategic planning and allocation of logistics tasks for the upcoming day, week, and month.
- Oversight of plant and equipment maintenance, ensuring optimal functionality.
- Management of invoices, LPOs (Accounts), and equipment requirements for all on-site plants.
- Planning and supervising the delivery of heavy equipment such as AHU, UPS, and Chillers.
- Coordinating third-party certification for all equipment involved in lifting-rigging operations.
- Handling, shifting, and organizing materials from stores to various work locations.
- Enhancing control over warehouse and transportation operations for improved efficiency.
- Coordinating truck deliveries from suppliers and company stores to site locations.
- Overseeing the coordination and delivery of purchased materials to specified projects.
- Placing orders with suppliers, ensuring clear documentation and terms and conditions.
- Maintaining an organized filing system in the purchase department and updating records as needed.
- Liaising with suppliers to address delays, damaged goods, or incorrect quantities.
- Implementing scrap disposal procedures in compliance with established protocols.
- Monitoring daily material deliveries and raising materials purchase requisitions.
- Verifying materials packing lists and ensuring proper handling of all items.
- Maintaining order levels for materials and regularly checking the status of inventory.
- Reviewing and responding to emails for company-related communication.
- Coordinating with Manpower Supply Companies to meet site requirements for workforce.
- Managing daily petty cash expenses and preparing weekly summaries with invoices for the Head Office in Dubai.
- Maintain accurate reporting, records, and documentation for all logistics activities.
- Ensure compliance with health, safety, and company policies.
- Undertaking additional tasks as delegated by the management team.

Maintenance In Charge

ICON HOUSEHOLD PRIVATE LIMITED [10/2001 – 07/2005]

Country: Srilanka

Responsibilities

- Installation, Commissioning, Modification, Overhaul, and Troubleshooting of Company Line Mosquito Coil
- Implemented the set-up, initiation, adjustment, extensive maintenance, and resolution of issues pertaining to the machinery involved in the Company's Mosquito Coil manufacturing line.
- Developed, coordinated, and oversaw the management of maintenance activities for the Company's equipment, ensuring compliance with safety and environmental guidelines.
 - Formulated budgets and maintained control over costs related to various maintenance tasks, ensuring efficient financial management.
- Evaluated and sanctioned the acquisition of components and services essential for maintenance operations.
- Carried out the maintenance plans specifically designed for Heat Exchangers and Vessels.
- Provided leadership and instructions to individuals and crews in their daily tasks.
- Assumed the role of Maintenance In-Charge in both planned and unplanned downtime situations.

Chief Technician

FUMAKILLA INDIA PRIVATE LIMITED [01/1998 – 10/2001]

Country: Bangalore - India

Responsibilities

- Provide technical leadership and guidance to the technical team.
- Ensure the implementation of best practices in technical processes, Manage and lead a team of technicians, providing direction and support.
- Conduct training sessions to enhance the skills of the technical team, Oversee the maintenance and repair of equipment and machinery.
- Develop preventive maintenance schedules to minimize downtime, Implement and enforce quality control processes to ensure the highest standards are met.
- Conduct regular inspections and audits to monitor and improve product quality, Troubleshoot technical issues and provide effective solutions.
- Analyze root causes of technical problems and implement corrective actions, Identify areas for process improvement and implement efficiency measures.
- Collaborate with other departments to streamline cross-functional processes, Ensure compliance with relevant industry regulations and standards.
- Keep abreast of changes in regulations and update processes accordingly, Assist in the preparation and management of the departmental budget.
- Optimize resource utilization to meet financial objectives.
- Implement and enforce safety protocols to maintain a secure working environment, Conduct safety training sessions for the technical team.
- Maintain accurate and up-to-date technical documentation, Prepare reports on technical activities and performance metrics.
- Collaborate with cross-functional teams to ensure seamless operations, Communicate effectively with other departments to address inter-departmental challenges.
- Stay updated on industry trends and emerging technologies, Encourage a culture of continuous learning within the technical team.

Education & Training

BA - History

Shobhit University

Diploma in Fire & Safety Engineering

Vinayaka Mission University

Certifications:

IOSH Managing Safety Certificate

T.H.S.L.C – Board of Technical Education

Industrial Training Institution

LANGUAGE SKILLS

Mother tongue(s): Malayalam

Other language(s): English | Hindi | Arabic | Tamil | Sinhala

DIGITAL SKILLS

M S OFFICE / typing - wpm / Outlook / Windows OS

Passport & Driving License Details

Passport No. S2011043

Expiry Date: 15.04.2028

Issued Place: India

Driving License: UAE, KSA & Indian Driving License