

# Curriculum Vitae

(Procurement Team Leader / Procurement Manager)

## Saravanan Chakkarapani

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### Functional Summary

Effective and forward-thinking Procurement Team Leader / Manager, bringing forth valuable industry experience, and the skills to achieve real results. Adept in developing key relationships with strategic partners, and committed to working to ensure a company continually moves in the right direction. Bringing forth the ability to effectively oversee all processes related to the advantageous procurement of goods, services, and packages.

### Skill Highlights

- Procurement
- Subcontracting
- Construction
- Project Execution
- Purchasing
- Quantity Surveying
- Contracts
- Planswift (Takeoff Software) / BIM
- Negotiation
- Estimation
- Cost Control
- CCS (Construction Computer Software)

### Educational Qualifications / Certificates:

Diploma in Civil Engineering (DCE) First Class with Honors	1993-1996	Madras University (SSPT Puttur, Sirkali, Tamilnadu, India)	Chennai, India.
Professional Certificate in Negotiation Skills	2019	informa	Dubai, UAE

### Employment Profile:

Team Leader/Manager (Procurement & Tendering) having 24 years' experience (UAE Experience: 16 Years)

Period	Profession	Experience	Company	Country
Aug'10-Dec'20	Procurement Team Leader/Manager	10+ Years	ASGC Construction LLC.	Dubai, U.A.E.
Jun'07-Aug'10	Pre-Contract QS	3 years	ASGC Construction LLC.	Dubai, U.A.E.
May'04-May'07	Pre & Post Contract Quantity Surveyor	3 years	Belhasa Six Construct LLC.	Dubai, U.A.E.
Dec'01-May'04	Project Manager	3 years	Sathiapal India Limited.	India.
Nov'00-Nov'01	Project Civil Engineer / Commercial Lead	1 year	West African Cement Sarl.	Togo, Ghana in West Africa.
Apr'96-Oct'00,	Project Civil Engineer / Commercial Lead	4 years	Sathiapal India Limited.	India.

### Capabilities:

#### Duties & Responsibilities as a Procurement Team Leader / Manager:

- ❖ Technical Lead a team as assigned by the head of the department to manage Procurement transactions for business requirements.
- ❖ Provide Procurement advice to internal customers to ensure risks are minimized, the best value is achieved.

- ❖ Prepare Requests for Proposal/Invitation to bid documents based on business needs, advise on the selection of tenderers, prepare tender evaluation reports, lead and conduct the tender negotiation process up to and including preparing final recommendations for the head of department/Client's approval.
- ❖ Prepare and present relevant reports at regular intervals on the progress against a baseline procurement program and supplier service delivery.
- ❖ Adapt standard form of contracts, in conjunction with Group legal.
- ❖ Effectively lead the assigned team members.
- ❖ Finalize the procurement of Provisional Sum packages within the Client's budget.
- ❖ Lead the team for carrying out post contract procurement activities for the awarded projects.
- ❖ Preparation and maintaining of the organization's vendor list and monitoring their performance at regular intervals by obtaining the feedback from the project teams.
- ❖ Proficient in identifying challenging areas and achieving corrective measures.

#### **Centralized or Project Wise Procurement of Subcontract Packages & Materials Suppliers;**

- ✚ Reviewing the awarded tender documents, addendums & post tender clarifications received from Tendering & Estimation Department.
- ✚ Managing the schedule of Procurement Tracker with planned date for the appointment of subcontract works and suppliers in coordination with project technical and planning teams.
- ✚ Managing the team of Procurement Engineers and Purchase Officers overseeing the tendering and bidding of the project packages.
- ✚ Technical discussion and price negotiation with the Subcontractors and Suppliers, and finalization of packages in coordination with Commercial Director.
- ✚ Managing the team of Contract Administrators overseeing the finalization and issuance of Letter of Award/Acceptance (LOA) / Subcontract Agreement (SCA).

#### **Pricing of Tendering Subcontract Packages**

- ✚ Preparing inhouse cost estimation/comparisons for all kind of subcontract packages together with consideration of tender quotes from the subcontractors/suppliers.
- ✚ Proposing appropriate Value Engineering (VE) proposal along with relevant technical support for over designed specifications.

#### **Professional Experience:**

June'07-Dec'2020

ASGC Construction LLC

Dubai, UAE.

Designation: Procurement Team Leader - 13+ years' experience

##### **Projects handled:**

- Construction of the Design & Build of Marsa Al Arab-Jumeirah Beach Hotels.
- Construction of the Palace Residences on plot 14 at Dubai Creek Harbour Dev. by EMAAR.
- Construction of the Pakistan Pavilion for EXPO 2020 on Plot C54 by EXPO 2020/TDA of Pakistan.
- Construction of the Opportunity Pavilion for EXPO 2020 by EMAAR/EXPO 2020.
- Enhancement and improvement of DAMAC, DIC and UAE EXCHANGE Metro Stations by RTA.
- Dubai Harbour Cruise Terminal D&B by MERAAS/DUBAI HOLDING.
- Construction of The Address Harbour Point at Dubai Creek Harbour Development by EMAAR.
- Construction of the Sustainability Pavilion for EXPO 2020 by EMAAR.
- Construction of the Aloft Hotels for Al Wasl at Al Raffa & Al Garhoud, Dubai.
- Construction of the One Central Hotel H2B at Dubai World Trade Centre.
- Construction of the Harbour Views (Twin Tower) at Creek Harbour Development by EMAAR.
- Design & Construction of the Dubai Arena-City Walk by MERAAS.
- Construction of the Bluewaters Residential Dev. at Bluewater Island by Meraas Development LLC.
- Construction of New Guest House at Ruwais for ADNOC.
- Construction of Low-Rise Residential Buildings at City Walk Development Phase 2, by Meraas.
- Abu Dhabi Marina Bloom Development-Al Bateen, 5 Star Hotel by Abu Dhabi Marina LLC.
- Construction of Low-Rise Residential Buildings at City Walk Development, by Meraas.
- Construction of Proposed "Support Facilities" for DAEP.
- R471-Al Muraqabat Mixed Use Dev. at Al Muraqabat Area for WASL Asset Management Group.
- Habtoor island resort & spa, Plot C-34, Palm Jumeirah BY Dubai National Investment Company.
- Seasons Community-Summer Cluster at Jumeirah Village by Seasons Development Limited.
- The ONYX Tower (Plot -388-1477), Emirates Hills Second, by The Onyx for Development Limited.
- The One Tower at TECOM for Mr. Rashid al Mazroui.
- The Villa projects at Dubai Land, Dubai which comprises 264 Villas by Dubai Properties.
- Oceanscape Mixed Use Dev. Al Reem Island, Abu Dhabi by Damac Luxury Real Estate Properties LLC.
- Marina Bay, Plot C13 RR02 Najmat, Abu Dhabi, by Reem Developers.
- Al Wifaq Tower at Shams Abu Dhabi, S3 C28, Abu Dhabi by Al Wifaq Finance Company.

May'04-May'07	Six Construct Limited, Belhasa Six Construct LLC	Dubai, UAE.
Designation: Pre & Post-Contract Quantity Surveyor-3 years experience		
Projects handled:		
<ul style="list-style-type: none"> <li>Cause way access road contract 1 for Maritime City-Nakheel properties.</li> <li><b>Burj Khalifa (Burj Dubai) - JV with Samsung Engg, Besix &amp; Arabtec-Emaar Properties.</b></li> <li>Ras Al Khor Crossing, 1.60 Km Length, Height of 15 m, in Dubai</li> <li>Qatar Convention Centre-Qatar Foundation.</li> <li>Porto Arabia-Pearl Qatar.</li> <li>Abu Dhabi International Airport, (Runways, Taxi ways &amp; Support Facilities Building).</li> <li>23 Marina Tower (4 Basement + GF + 90 Floors), Dubai, UAE.</li> </ul>		
Nov'00-Nov'01	West African Cement Sarl.	Lome, Togo & Accra, Ghana.
Designation: Project Civil Engineer / Commercial Lead -1 year experience		
Projects handled:		
<ul style="list-style-type: none"> <li>Construction of Cement Packing Plant which comprises Office Building, Admin Building, Packing Plant, Blending Silos, Clinker Silos &amp; Cement Silos (Total 11 Silos using Interform Slipform Technology) West African Cement Sarl for West African cements Sarl-Togo.</li> <li>Diamond Cement Ghana Limited for West African cements Sarl-Ghana.</li> </ul>		
Apr'96-Oct'00, Dec'01-May'04	Sathiapal India Limited	Chennai, India
Designation: Project Civil Engineer / Commercial Lead -7 years' experience		
Projects handled:		
<p>Apr'96-Oct'00</p> <ul style="list-style-type: none"> <li>Construction of Packing Plant, RCC Cement &amp; Clinker Silos at JP Bela Cements, Madhya Pradesh.</li> <li>Construction of Office Building, RCC Cement/Clinker Silos at Chettinad Cements, Puliur &amp; Karikkali, TN.</li> <li>Construction of RCC Cement Silo at Narmada cements, Gujarat.</li> <li>Construction of RCC Cement &amp; Ash Silos at Deccan cements, Andhra Pradesh.</li> <li>Construction of RCC Fly Ash Silos at Mettur Thermal Power Station, Mettur, Tamilnadu.</li> <li>Construction of Crane Rail Tracks at Madras Ports, Tamilnadu.</li> <li>Construction of UG and Overhead Water tank for SIPCOT at Gummidipoondi, Tamilnadu.</li> <li>Construction of RCC Chimneys at Ghagra Sugars, Madhya Pradesh.</li> <li>Construction of RCC Chimneys at DSM Kashipur, Madhya Pradesh.</li> <li>Construction of RCC Chimneys at Mukthai sugars &amp; Hanuman sugars-Maharashtra.</li> <li>Construction of RCC Chimneys at Gandevi Sugars, Gandevi, Gujarat.</li> <li>Construction of RCC Chimneys at Jamkandi sugars &amp; Hira sugars, Karnataka.</li> <li>Construction of RCC Chimneys at APRL, Andhra Pradesh.</li> </ul> <p>Dec'01-May'04</p> <ul style="list-style-type: none"> <li>Construction of 72 m Ht. RCC Chimney with fire brick lining &amp; CI Casting-Orchid Chemicals, Alathur, TN.</li> <li>Construction of 24 m Dia. / 55.5 m Ht. RCC Clinker Silo with Tunnels-JP Rewa Cement, Rewa, MP.</li> <li>Construction of Residential Apartments-Marvel Apoorva Projects, Ramapuram, Chennai, TN.</li> </ul>		
Personal Information:		
01	Nationality	Indian
02	Passport No.	T 9255982, Valid up to: 21-10-2029
03	Visa Status	On Resident Visa Valid up to 02-01-2023
04	Date of Birth	10-04-1978
05	Marital Status	Married.
06	Driving License	UAE Valid Driving License up to 19/07/2026
07	Languages	English, Tamil (Native Language), Hindi, and Malayalam.
08	Permanent Address	7/83, Melarungunam, Manapputtur 607108, Panruti-Tk, Cuddalore-Dt, Tamilnadu, India.

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