



FALCON®
MULTI SERVICES LTD

Falcon Multi Services Ltd

201, Creado, Juhu Chruch Road, Juhu Mumbai 400049

Personal Information

Candidate id	5010
Name	MANO SELVAN
Date of Birth	1996-12-15
Salary (in USD)	3000/Per Month
Industry	Drilling / Rig
Sub Industry	Crew Chief
Nationality	India
Primary Language	English,
Secondary Language	Hindi,
Total Years of Experience	7

Additional Information

Roles and Responsibilities	Additional Skills/Certification
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An Offshore Material Coordinator is responsible for managing and controlling all materials required for offshore operations to ensure uninterrupted project execution. The role involves planning material requirements based on offshore work schedules, vessel movements, and shutdown activities. Coordination with procurement, logistics, and onshore base teams is essential to ensure timely mobilization of materials to offshore platforms or vessels. The Material Coordinator verifies materials received offshore against purchase orders, delivery notes, and manifests, and coordinates with QA/QC for inspection to ensure compliance with project specifications and safety standards. Any shortages, damages, or non-conformities are immediately reported and corrective actions are initiated. Proper storage and preservation of materials in limited offshore space is a key responsibility. The coordinator ensures correct tagging, segregation, and FIFO practices to avoid loss, damage, or expiry. Inventory records are accurately maintained using ERP/SAP systems, and regular physical stock checks are conducted. Material issuance is controlled through approved material requests, ensuring correct quantity and traceability. The Offshore Material Coordinator prepares daily and weekly inventory and consumption reports, supports audits, and ensures compliance with company procedures, HSE regulations, and offshore safety practices. The role requires strong coordination, documentation, and adherence to safety in a high-risk offshore environment.

h2s certificaion
,safety certification

Education Summary

Course	University	Passing Year	Country
bachelor of electrical and electronics engineering	Anna University	2018	India

Career Summary

Position	Employer	Country	From	To
material incharge	gas arabian service	Saudi Arabia	11/2022	12/2023
material cordinator	emdad intergulf llc offshore	United Arab Emirates	01/2024	12/2025

[To View Contact Number, Kindly drop an email to hr6@falconmsl.com](mailto:hr6@falconmsl.com)