



**Falcon Multi Services Ltd**  
201, Creado, Juhu Chruch Road, Juhu Mumbai 400049

## Personal Information

<b>Candidate id</b>	5290
<b>Name</b>	Mohammed Sarfaraz
<b>Date of Birth</b>	1993-04-10
<b>Salary (in USD)</b>	1500/Per Month
<b>Industry</b>	Oilfield Services
<b>Sub Industry</b>	CAD / CAM
<b>Nationality</b>	India
<b>Primary Language</b>	Hindi,
<b>Secondary Language</b>	English,
<b>Total Years of Experience</b>	8

## Additional Information

Roles and Responsibilities	Additional Skills/Certification
Material Coordinator – Offshore (Oil & Gas) Coordinate receipt, storage, and issue of materials, tools, and equipment on the offshore facility. Ensure timely availability of materials to support maintenance, construction, and operations activities. Maintain accurate material records, stock levels, and documentation in the inventory system. Monitor minimum and maximum stock levels and initiate replenishment requests. Verify material specifications, quantities, and condition upon receipt from supply vessels. Coordinate with onshore logistics, warehouse, procurement, and vendors for material movement. Ensure proper handling, labeling, and storage in compliance with HSE and company procedures. Track critical and long-lead items and report shortages or discrepancies. Prepare material status reports and daily/weekly consumption reports. Support audits, inspections, and stock checks offshore. Ensure compliance with offshore safety regulations and permit-to-work systems.	All Offshore Training certificate Valid.

## Education Summary

Course	University	Passing Year	Country
Bachelor in Economics	CCS University	2015	India

## Career Summary

Position	Employer	Country	From	To
Material Coordinator/ Planning Assistant	Adnoc	United Arab Emirates	03/2018	12/2025

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