

REYNALDO UNTALAN CULLA



Address: Villa 1 Barqat Al Saei St. Al Khor Area, Qatar
Mobile No: +974 70403673
Email Add: reynaldoculla@yahoo.com

Career Objective

Motivated Logistics Engineer, with 12 years of international experiences and job dedication in the field of Marine Operation, Transportation, and Shipping & Logistics. Committed to strengthening the Client Main Contractor and Sub contractor relationship and experience with positivity and professionalism during works and activities.

Core Expertise and Competencies

Practical experiences in the field of Marine Operation, Transportations, Shipping and Logistics.
Excellent ability in planning, scheduling, and arranging of work and operations.
Highly effective interpersonal and communication skills
Enhance Stress management skills
Knowledgeable with better understanding of Microsoft Office Applications.
Well Develop Skills in Transportation planning.
Teamwork and Collaboration.

Employment History

MIC Construct WLL (Ras Laffan IC, Qatar) July 18, 2022 – Present
(Former SIX Construct Limited)
(Marine, Transport & Logistics Department)

Designation: Logistics Engineer

JOB Responsibilities (In Marine Works):

- Establish awareness of and ensure compliance with all company's Safety, Health, Environment and Security (SHES) Standards, Risk Assessments and Life Saving Procedures for MARINE works of QATARGAS project inside RAS LAFFAN Industrial City.
- Acts as a focal point for marine operation, documentation, marine personnel, requisition of materials and reports.
- Oversee daily operation of barges and tugs in project site in accordance to company's plan activities.
- Consults and work closely with Marine Superintendent, Barges Masters & Tug Masters for daily operation of the vessels.
- Maintains and updates all Certificate & related documents of Barges, Tugs, Speedboats, Equipment etc., for daily operations and audits.
- Verify all Work Permit (for Marine Vessel), Pilot Exemption Certificate (for Tug Master) and its renewal through the Approved Agent.
- Performs with Approved Agents all vessel movements, and towing operation (inside and outside RAS LAFFAN port) as per Project requirements.
- Organizes 3rd party Certification, Load Test and services for all marine equipment (e.g. Lifting materials and its accessories, Towing accessories, Life-Saving Equipment, Communication & NAV Eqpt).
- Liaises the maintenance, repair & service of tugs, barges and speedboats to the workshop and outside supplier.
- Prepares Weekly Progress Report and Vessel Movements schedule.
- Process all requisitions of materials, spares, and consumables of barges and tugs and expedites its deliveries to the vessels.
- Support Marine Base Admin personnel for crew changes, crew leaves, replacements, their documentation and other formalities.
- Prepares Crew transfer (project-to-project), Overtime Request and Night Shift Work request for marine crew.
- Apprises Training Matrix for marine crew and divers and follow up on their next training & medical.
- Updates all record of job work provided by subcontractor / suppliers for references of Accounts and Cost Control department.
- Arranges and follow up the bunkering of fuel, water and sewage disposal for all marine vessel and tugs.
- Organizes the visit of inspector and auditor on all Barges, Tug & Diving Equipment for Surveys, certification and renewal.
- Performs other responsibilities associated with this position as required in site.

JOB Responsibilities (In Transport Works):

- Maintains awareness of and ensure compliance with all company's Safety, Health, Environment and Security (SHES) Standards, Risk Assessments and Life Saving Procedures for TRANSPORT works.
- Implements all Traffic Management Plan of Main Contractor in site in accordance to relevant authorities' standards.
- Reviews all Transportation Plan of Sub-Contractors and ensure that it was followed in site accordingly.
- Oversees the trucking operation for the delivery of rocks and dumping on the assigned berth for NFXP of QATARGAS inside RLIC.
- Monitors 50-65 units of Dump Trucks and Tipper Trailer Trucks that made 150-180 Trips per day & night.
- Monitors the Live Tracking and historical movements of all trucks through the In-Vehicle Movements System (IVMS).
- Generates all reports of Daily and Monthly Traffic Violation, Drivers Behavior, and Daily Trip and shared all information to the concerned personnel.
- Maintains the validity of all permits, stickers, Blue Keys (IVMS) and Safety Equipment of all trucks to avoid issues with Main Contractor and the Client.
- Reports to Project Manager and Construction Manager and primarily based in the field / site.
- Provide regular updates to Sub Contractor for all logistics activities that may delay the dumping operation in site.
- Performs other responsibilities associated with this position as required in site.

BESIX / SIX Construct Limited (DUBAI, UAE)

August 16, 2011 – July 18, 2022

(SEA Logistics Department)

Designation: Logistics Engineer**JOB Responsibilities (for Logistics Works):**

- Maintains awareness of and ensure compliance with company's Safety, Health, Environment and Security Standards, Risk Assessment and Lifesaving Procedures.
- Plans and organizes the logistical work prior to the instructions of Project Manager and CLIENT request.
- Identify needs, priorities, and emergencies, from different site entities and planned logistics operations accordingly and on daily basis.
- Acts as a focal point for all inbound and outbound materials and equipment of the project.
- Arranges mobilization of manpower including their documents, clearances and permits on a given period of time.
- Validates all certification, inspection reports, registration cards, gate passes and shipping documents, to be coordinated and communicated to all business units with concern to the shipping of the materials.
- Prepares Lifting Plan for the materials and equipment to be load and offload in site and in marine vessel.
- Prepares load lists of materials and equipment, its consolidation and technical input for loading plan, supervise loading and offloading of supply vessel and barges.
- Draft the cargo manifest for shipping documentations, and verifies individual / collective cargo weights.
- Requests PO for all materials required on vessel and review the PO's and other supporting documents before final approval.
- Arranges and follow up the bunkering of fuel, water and sewage disposal for all marine vessel and tugs.
- Monitor cargo & vessel movements until its final destination and report immediately an unforeseen situation that had happened.
- Ensures all local transport providers will follow company's policies & procedures.
- Ensures reduction in delivery times and transport cost and perform regular performance evaluation on monthly basis for all subcontractors.
- Manages a team of individuals with various skill-sets and background and create an efficiency work environment which will drive performance, engagement and retentions.
- Leads the logistical planning and work proposals of service providers to ensure sufficient supply is available for forecasts.
- Understand, familiarize, and ensure lifting and hoisting requirements are met and complies with Company procedures and standards.
- Able to set priorities and comes up with options when facing constraints, setback or shortages of supply materials on the vessels.
- Supports the Logistics Managers and other superiors in monitoring and updating management's logistics plans.
- Fulfills other duties and responsibilities required in office work and on-job-site.
- Prepares and send daily logistics report, incident and anomaly report to Project Manager and other business unit.

(For Administration Works):

- Ensure certification for onshore / offshore personnel is valid and appropriate for working in the relevant onshore / offshore sector prior to their mobilization.
- Book and reserve appropriate transport and ensure that all personnel have correct check-in details.
- Work in close co-operation with the Office Manager to ensure all relevant paperwork is raised for all new starts prior to their mobilization and chase any missing information.
- Organize travel and accommodation for offshore personnel in conjunction to their rotation dates.
- Manage and update all employee personnel files.
- Be flexible in work practice and business needs while being approachable at all levels.
- Organize PPE for the new staff or crew prior to mobilization to offshore.
- Raise requisitions for travel, trainings, medical checkup for new staff.

ALUMCO Group of Companies (DOHA, QATAR)

June 12, 2010 - July 12, 2011

(Transport and Logistics Department)

Designation: Logistics Coordinator

JOB Responsibilities:

- Organizes and supervises all works of Logistics team in accordance with the instructions of Logistics Manager and Project Managers.
- Ensures that material receipt (aluminum façade, curtain wall, and cladding) are inspected by Quality Control and records PO, invoices and delivery notes are adequate prior to loading and unloading materials.
- Coordinates with stores and have knowledge of warehouse inventories.
- Organizes material deliveries to factory and site as per official requests provided by Project managers, production and procurement department.
- Manages all dispatching as per outlined work instructions and in coordination with all Quality Control inspections
- Provides accurate information as to locations of all vehicles and materials at all times in coordination with Logistics Manager and productions.
- Controls and maintains the correct quality of work with respect to time schedules.
- Plans the daily manpower allocations of all drivers and trucks for all projects and supply the deliveries and pick-ups.
- Issues a daily trucking schedules and trucking feedbacks to my superior and all Project Managers.

AI NABOODAH Laing O'Rourke (DUBAI, UAE) December 13, 2008 – February 18, 2010

Rebar Facility (Transport and Logistics Department)

Designation: Transport Coordinator

JOB Responsibilities:

- Responsible for planning, scheduling, arranging, coordinating, and monitoring of transportation movements and goods as per delivery schedule.
- Arrange recovery for broken-down vehicles.
- Arrange disposal of waste from site in a timely and orderly manner to promote a safe and healthy working environment.
- Arrange for hire of machinery, equipment, servicing and maintenance of vehicles and maintain relevant documents.
- Check and control the diesel consumption and arrange for the necessary supply of the same.
- Ensure maximum productivity with effective management of resources.
- Ensure the availability of resources at all times at a zero defect level.
- Carries out operation plans and procedures set out by my senior officer and managers.
- Help in preparation of invoices through ARMA+ Software and Microsoft Office.
- Produce accurate information, documentation and reports on time.

DHL Global Forwarding (Philippines)
(Cartage Department)

February 21, 2001 – October 19, 2008

Designation: Dispatcher / Distribution Specialist

JOB Responsibilities:

- Oversees the scheduling and dispatching of freight, track and trace goods in transit, and develop plans and procedures for the efficient transportation of the freight.
- Responsible for coordination, arranging and monitoring the transportation and movement of goods to all Distribution facilities.
- Responsible for inventories of import cargoes that are pending for deliveries.
- Monitor the cleanliness of all vehicles in our fleet
- Manages and negotiates with carriers and shipper for services
- Investigates carriers claims and billing discrepancies and intervenes with supply chain when required
- Carries out operation plans and procedures set out by managers
- Communicate with drivers, loaders and carriers as needed regarding on delays, issues, late and damages.
- Organize transport and documentation with carriers.
- Ensures that all Key Performance Indicators (KPI's) and POD's are monitored and complete in timely and accurate manners.
- Produce accurate information, documentation and reports on time.
- Promote DHL brand image and values through own appearances and behaviors so that it reflects DHL high standards and develops customers relationship.
- As security is vital and integral part of our business, ensure myself and our products are compliant to IATA standards and DHL security policies and procedure.

Educational Qualifications

Bachelor of Science in Aeronautical Engineering

Specializing in Air Transport Engineering

PATTS College of Aeronautics

Pasay City, Philippines

March 22, 1999

Trainings & Seminars Attended

- **UAE Ministry of Education Equivalency Certificate for Higher Tertiary Education**
UAE Ministry of Education, July 2021
- **Certification for Logistics & Supply Chain Management (UAE)**
Career Institute, Dubai UAE, Oct 2009 – Jan 2010
- **Certification for International Supply Chain Professional (CISCP)**
Accredited by International Purchasing and Supply Chain Management Institute (IPSCMI) of Delaware, USA and Ministry of Education of Dubai, UAE, Mar 2010
- **Safety Passport Training (Rebar Facility)**
Jan 04, 2009 – Jan 05, 2009

- **Training for Basic Air Cargo and DANGEROUS GOODS**
Jan 10, 2005 – Jan 22, 2005

- **Skill Power Institute for Advance Computer Training**
Sept 01, 1999 – Dec 01, 1999

- **On - The - Job Training in Air Philippines Flight Operation Department**
July 13, 1999 - Nov 04, 1999

- **On – The – Job Training in Domestic Flight Operation Briefing Station's Traffic Control and airways Communication Department**
March 23, 1999 – July 10, 1999