

Morayma Mendez
Project Controls Manager – Planning Manager
Thames View, Windsor Road, Datchet, SL3 9BT, UK
Mobile: +44 (0) 7584 312087

Dear Sir or Madam,

I am contacting you in regard to a new opportunity on your company as Project Controls Manager - Planner Manager.

I have over 20 years' experience of international field and home office experience in Project Planning & Scheduling, Cost Engineering, Risk and Delay Claims Analysis with project values ranging from \$10M to \$2B, specialist of Project Management and Planning, EPC Scheduling, Organizational Management and Cost Control Analysis, experience based in a variety of projects from Oil and Gas (Refining / Exploration / Production / Onshore / Offshore), Power Generation and Distribution, Petrochemical, Industrial Process Plants, LNG re-gasification & liquefaction facilities and CCU's (Carbon Capture Units). Have strong Project Controls background & worked in all phases of projects on EPC Projects. Knowledgeable of Oracle Primavera, Microsoft Project, SAP (Modules PS, MM, PM and FI), Microsoft Office (Excel, PowerPoint, Word).

Please see my CV attached and I would be grateful if you would consider me for a position. It indicates my work history, education and skills, which I would like to discuss with you at your earliest convenience.

Should you have any questions, please do not hesitate to contact me through my personal email morayma@gmail.com or my mobile phone

Thank you in advance for your consideration and I look forward to hearing from you in the near future and hearing about the opportunities within your company.

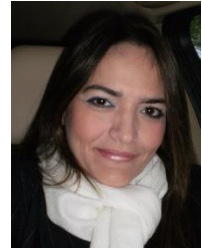
Mobile: +44 (0) 7584 312087

Best Regards,

Morayma Mercedes Méndez Morales

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Resume



I.- PERSONAL DATA.

FULL NAME: Morayma Mercedes Méndez Morales

CITIZENSHIP: Spanish

ADDRESS: Thames View, Windsor Road, Datchet, Berkshire, SL3 9BT, United Kingdom

TELEPHONE MOBILE: +44 (0)7584 312087 or +44 (0)1753 339528

EMAIL: morayma@gmail.com

LANGUAGES: Spanish – English

II.- ACADEMIC PROFILE.

Master of Science Studies in Gas Engineering, Zulia University. Venezuela 1998-1999

Master of Science Studies in Petroleum Engineering, Zulia University. Venezuela 1997-1998

Degree in Mechanical Engineering, Zulia University. Venezuela 1992-1996

Naval Engineering Studies (7th Period Approved), Instituto Universitario Politécnico de las Fuerzas Armadas Nacionales (I.U.P.F.A.N.) 1988-1991

Experience Summary

A specialist of Project Management, EPC Scheduling, Organizational Management and Cost Control Analysis, Morayma has over 18 years background and experience based in a variety of projects from Oil and Gas (Refining / Exploration / Production, Onshore / Offshore), Power Generation and Distribution, Petrochemical, and Industrial Process Plants. Broad background in Project Controls and construction management on EPC Projects, including pipelines (submarine / underground / aboveground), offshore platforms, power generation, power lines and electrical sub-stations, gas plants, tanking, pumping, IT/Telecom and several other petrochemical facilities. As Project Control Manager, Morayma has managed and overseen Project Controls Systems for engineering, procurement and construction according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants in order to deliver Projects according to plan. Morayma joined Bechtel in June 2012.

Technical Qualifications

Morayma is knowledgeable in Oracle Primavera P6 Project Management Release: 8.3, P3 Primavera Project Planner, Primavera Risk Analysis (PRA), Enterprise suite, SAP Project Management Module, SAP Material Management Module, SAP Financials Module and Microsoft Office Project suite.

Strengths and Reasons for Selection

Recognized by previous employees for her extensive experience across all phases of EPC Oil and Gas Projects, from design engineering, development and evaluation of proposals. Expediting of purchased equipment and materials, construction coordinator, equipment's construction inspection, pre-commissioning and commissioning coordination, start-up coordinator and hands on scheduling (Levels 1, 2, 3 and Level 4). Supervising cost analysis and control activities. Project administration and systems integration for project controls as well as project monitoring and reporting, including multi-disciplined experience in analysis and negotiation of claims, contract administration, and Project Services involving multi-cultural teams, multi-nationals and overseas Projects; experience gained in head office and home office, on site and overseas offices, including dealing with multi-national workforces and cultures, including Venezuela, Spain, Saudi Arabia and United Kingdom.

Morayma is knowledgeable about and established the Integrated Project Management Methodology "GPI - Gestión Integrada de Proyectos" for all Exploration and Production projects including: deliverables for all disciplines according to project phases, additionally defining competences profiles and training for the Repsol-YPF. Exploration and Production Project Management personnel. Disciplines involved were: Geophysics and Geotechnical, Reservoir Engineering, Drilling, Surface Facilities, Health, Environmental & Safety and Project Management.

Morayma has experience in managing the execution of assigned work including related interfaces with other functional groups/departments, middle, senior & executive management and the Board of Directors.

III.- PROFESSIONAL EXPERIENCE.

BECHTEL LIMITED – OG&C – India, Europa, Africa, Middle East & London Offices, UK (Jun 2012 – Present)

Job Description: PROJECT CONTROLS MANAGER – FUNCTIONAL CHIEF PLANNER

Proposal's Planning Manager: QP Linear Alkyl Benzene (LAB) Plant at Ras Laffan Industrial City FEED. TCO Crude Shipment Capacity (CSC) EPC. Karachaganak Petroleum Operating (KPO) Design engineering – Concept Selection. BP Oman Khazzan – Central Processing Facility (CPF) EPC & CS. GASCO – Early Nitrogen Recovery Unit FEED. QP-QAPCO PMC for Petrochemical Complex in Ras Laffan Industrial City. Bourge Steam Generation & Distribution Simulation Study.

Project's Planning Manager: BP West Nile Delta – Onshore Gas terminal Project (Construction Schedule). Reliance – J3 Offsite & Utilities and Marine Facilities EPC Project. QP-QAPCO PMC Project for Petrochemical Complex in Ras Laffan Industrial City. Petronas Pacific NorthWest LNG FEED Project.

RESPONSIBILITIES: Responsible for supervising the set-up, development, maintenance and monitoring of the detailed execution schedules for multi-billion dollar investments projects consistent with the coding structures, interrogating inter-discipline schedule requirements / restraints to ensure logical work

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sequences across all disciplines of the project and co-ordinate the plan formulation across the entire project.

Provide training, guidance, assessments to the personnel of the Project Controls department. Ensuring integration and coordination between project control function based with corporate procedures. Guidance and effective management of the team including motivation, goals setting, delegations, performance review recognition and where necessary, establish reporting tools, streamline on-project scheduling processes and procedures, chair progress meetings, analyse critical paths and restraints to determine effect of change or deviation from the plan, recommend workarounds to mitigate impacts, and maintain an awareness of the schedule risk profile. Highlight potential problem areas using critical schedule impact assessment reporting.

Provide guidance to discipline engineers and subcontractors in the requirement soft planning / scheduling and progress monitoring / reporting scores the Engineering, Procurement and Construction phases. Supervise the collection, verification and integration of work scope for all disciplines and periodically review the representation of project scope in schedules and maintain historical schedule data. Responsible for the establishment of the Project Schedules and maintain historical schedule data.

Responsible for the establishment of the project schedule baseline and any revisions to it by maintaining an audit trail of schedule development and incorporation of schedule trends. Identify key contract / payment / interface milestones. Early identification and flagging of deviations from schedules as well as development of mitigation plans will be critical to success in this position.

REPSOL YPF – EXPLORATION AND PRODUCTION: Madrid – Spain (Jun 2007 – May2012)

Job Description: PROJECT CONTROLS MANAGER for Business Unit Spain projects: “Lubina and Montanazo Project” - Casablanca Offshore Platform & Subsea Wells - Business Unit Spain (budget 85.000.000€ approx.) & “Casablanca Offshore Platform - Life Extension & Normalization Project” of Business Unit Spain (budget 50.000.000€ approx.).

RESPONSIBILITIES: Establish and maintain financial cash flows for the Project, in line with the agreed WBS. Prepare cost control reports, analysing deviations and forecasts for the Monthly Project Reports and specific reports and presentations to the client and shareholders. Monitor contract performance and expedite progress control/reporting. Provide input to integrated upstream project cost control data and collate the information necessary for Cost Control management. Participate in contract reviews to define scope of work with emphasis on project and production planning, record and manage change. Validate invoices from contractors, services providers and suppliers. Controlling and Trending of the Invoices Cost Elements on SAP MM and SAP FICO.

Job Description: COST CONTROL MANAGING for Control de Gestión of Business Unit Spain.

RESPONSIBILITIES: Controlling and Trending of the Cost Elements at the Business Unit Spain, Develop and maintain systems and databases for the activity (statistical values of SAP).

Job Description: LEADER IN PLANNING, SCHEDULING, BUDGET AND COST CONTROL ENGINEERS for “Alga 1600 Underground Gas Storage Expansion – Subsea Wells, Offshore Platform Revamp & Upgrade Onshore Facilities” Project (budget 1.340.000.000€ approx.)

Job Description: FACILITIES ENGINEER / SENIOR PLANNING AND SCHEDULING ENGINEER - OPERATIONS AND QUALITY DIRECTION.

RESPONSIBILITIES: Leader in Project Management, Development of deliverables, methods and procedures for project management relating to projects worldwide. Many of these projects are large scale and complex and affect the overall performance and image of the company. A Project Management tool (Integrated Project Management “GPI - Gestión Integrada de Proyectos”) is used to facilitate the achievement of a set of goals, eg: aligning projects to the strategic plan; allowing for early identification of project opportunities and risks; managing quality along the whole project life cycle assuring that projects are ready and resourced to pass to the next phase; managing risks along the project lifecycle detecting opportunities and needs for modification, re-planning or cancellation and integrating the multidisciplinary (Project management, Subsurface, Drilling, Facilities and HSE) work groups into a team with a whole project view and clear and common objectives of Operation Onshore and Offshore works.

Job Description: PLANNING, SCHEDULING AND CONTROLLING ENGINEER for Algerian “Gassi Touil” Integrated Project (budget 1.440.000.000€ approx.). **RESPONSIBILITIES:** Leader and Review of all Planning, Scheduling and controlling of Major Projects in the Phases of Engineering, Procurement and Facilities Construction, Exploration, Drilling, Work Breakdown Structure, Detailed Planning and Master Plans, Typical Man-hour Distribution Curves, Distribution of Resources for Cost estimates, Monitoring/Analysis/Control of Progress.

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INTEC Plantas Industriales S.R.L. - Madrid – España (Feb 2006 - May 2007)

Job Description: **PROJECT CONTROL MANAGER & PLANNING, SCHEDULING AND CONTROLLING - PROJECTS ENGINEERING** for Saudi Arabian Project "Juaymah" Gas Plant Expansion (budget 340.000.000€ approx.) and Saudi Arabian Project "Hawiyah" Gas Plant Expansion (budget 380.000.000€ approx.). Client SAUDI ARANCO.

RESPONSIBILITIES: Review of all Planning, Scheduling and controlling of Major Projects in the Phases of Engineering, Procurement and Facilities Construction. Work Breakdown Structure, Detailed Planning and Master Plans, Typical Curves of Distribution of Man-hours, Distribution of Resources for estimate Costs, Monitoring/Analysis/Control of Advance of the Physical Progress.

P3 Hispania – Madrid Spain (Apr 2003 – Jul 2003)

Job Description: TECHNICAL ADVISER. RESPONSIBILITIES: Use, Training and Technical Advisor to users in the handling of various tools from PRIMAVERA SYSTEMS' Software, such as: Primavera Project Planner P6, Enterprise Suite Components: Primavision™ Portfolios, Primavision™, Project Manager™, Portfolio Analyst®, Progress Reporter™, Methodology Manager™ Primavera Expedition, Primavera Project Planner P3 Ver. 3.1, SureTrak Project Manager

Petróleos de Venezuela (Oct 2000 - Dec 2002)

Job Description: PLANNING, SCHEDULING AND CONTROLLING PROJECTS ENGINEERING.

RESPONSIBILITIES: Planning, Scheduling and controlling of Major Projects in the Phases of Engineering, Procurement and Facilities Construction. Work Breakdown Structure, Detailed Planning and Master Plans, Typical Curves of Distribution of Man-hours, Distribution of Resources for estimate Costs, Monitoring/Analysis/Control of Advance of the Physical Progress, for PDVSA different projects as: Advance Control for the Exploration Projects, Projects of Generation of Opportunities, Projects of Generation of Handouts, Exploration Projects of Handouts and Delineation Projects Development Tutor for the Work of Grade "Improvement of the Applied Methodology for the Risk Analysis during the Planning phase in Projects inside the Oil Industry" "Geology Projects" "Basic Engineering and Detail Improvements to the Marine System of Supply of Fuel of the Terminal. Primavera Project Planner procedures Development of Typical Nets in Conceptual, Basic and Detail Engineering. Main subcontractors: Bechtel, KBR, ConocoPhillips, Texaco, Shell & Chevron.

Job Description: TECHNICAL ASSISTANCE TO PROJECTS – PROJECT ENGINEERING.

RESPONSIBILITIES: Basic Engineering Development Technical Verification of Piping and Instrumentation Diagrams (P&IDs). Development of Technical Datasheet and Specifications.

CONTRINA DIT HARRIS, C.A. by PDVSA. – Venezuela (Oct 1999-Jul 2000)

PROJECT: Venezuelan Extra Heavy Oil Project (VEHOP). Main subcontractor KBR.

Job Description: Pre-Commissioning Staff - Piping Pressure Test Packages Coordinator.

RESPONSIBILITIES: Piping pressure test packages revision (4600 Approx.) Piping and Instrumentation diagrams (P&IDs) revision. Coordination of piping testing. Test packages Documentation control. Development and preparation of the detailed instructions and commissioning manuals to the commissioning manage. Is directly in command of the supervisor's subcontractor and owner operators. Executes the commissioning activities performed by the various subcontractors in close collaboration with the UTE construction supervision, the field engineering and quality control team and vendor commissioning specialists.

SADEVEN INDUSTRIA, C.A. by PDVSA – Venezuela (Mar 1999-Jul 1999)

PROJECT: Venezuelan Extra Heavy Oil Project (VEHOP). Main subcontractor KBR.

Job Description: PIPING ENGINEERING – HYDROTEST-TECHNICAL ASSISTANT.

RESPONSIBILITIES: Isometrics revision. Revision and control of project specifications. Preparing piping pressure test packages. Preparing piping test packages related to each type of equipment to be installed.

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LAGOVEN - Petróleos de Venezuela S.A PDVSA – Venezuela (Jul 1997- Mar 1999)

Job Description: CONSTRUCTION AND DESIGN ENGINEER – PROJECT LEADER AND CONSTRUCTION. RESPONSIBILITIES: Preparation of technical specifications, Metric Data, List of Material & Equipment selection, Revision of Drawings, Quality Manuals, Job Valuations and other technical issues for PDVSA projects in West Division (Maracaibo Lake, Costa Oriental and Falcon) Coordinate activities between subcontractor, suppliers and owner project team to achieve on-time schedule estimate, maintain effective communication between engineering, operations and subcontractor responsible personnel.

Consultores Occidentales S.A. (COSA) – Venezuela (Jul 1994 - Jul 1997)

Job Description: PROJECT ENGINEER ASSIGNED TO OIL FACILITIES PROJECTS. RESPONSIBILITIES: Preparation of Metric Computations, Piping Specifications, Equipment Specifications, Revisions of Risk Analysis, HAZID & HAZOP's and Field Surveys. Detail Engineering, Leader of Inspection of the Construction and Administration of the Projects. Technical support for commercial area, identify/lead improvements, Design, system studies, equipment specification and selection of rotating and static equipment.