

Awais Zulfiqar Bhatti

Australian Citizen

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Career Summary

As a dedicated individual with a high level of expertise in Asset & Inventory Management and extensive experience in Procurement & Finance, I believe that Customer satisfaction enhancement, Team Building, effective training & cost effective management are the key factors to the success of any organisation. I am always striving to attain roles that will challenge me in order to perform at my very level best and further develop my skills to enhance my career.

Relevant Skills / Experience

- JD Edwards Enterprise One (One World)
- SAP
- SAP based Inventory control ERP IMARKS
- SAP based Assets control ERP WAM
- SAP based Assets control ERP TOPS
- ORACLE
- EAM
- System & Business Analysis
- Process Improvement
- Application Support (JD Edwards, Foxpro, Showcase)
- Team / End User Training & Managing
- EAM (Enterprise Asset Management)
- Software & license management
- Hardware Inventory Management
- Endecca (Inventory Items Locator & Creator)
- ASAS (Operational Movement Assets)
- Foxpro (Database)
- Metrics driven with extensive SLA and OLA management
- Hyperion (HFM, Financial reporting / managing tool)
- MS Access, MS Excel, MS Outlook, MS Powerpoint, MS Project, MS Visio, MS SQL Server, & MS Word.
- G/L Inquiry (Oracle Based Financial Reporting)
- Showcase (SQL Based Reconciliations, Financial & Operational Reporting)

Professional Experience

NSW Police Force - Sydney, Australia

Position: Asset Manager, Special Services Group (SSG)

August 2016 – Till date

Duties Include:

- Responsible for the management of asset related functions within the Command and the provision of accurate and timely advice to the SSG Management.
- Develop and maintain a strategic Asset Management Plan.
- Develop, implement and maintain a Command Asset Management System
- Undertake analysis of assets to determine optimum life cycle for replacement.
- Undertake review and analysis of asset management to assist in minor capital budget preparation and allocation.
- Provide expertise and assistance to SSG Branches with the development of Business Development Proposals and Business Cases for the allocation of funding and subsequent procurement of assets.
- Oversight the procurement and disposal of all assets ensuring they are in accordance with government policy and procedure.
- Instruct and oversight the correct recording and movement of assets in accordance with government rules and requirements through the provision of training and ongoing auditing and quality assurance practices.
- Assist with the submission and processing of TMF claims.
- Coordinate annual asset stock-take audit across the Command.
- Undertake and report on property risk assessments.
- Review and monitor minor capital works program.
- Provide assistance with the development of a strategic Property Management Plan for MAC premises.
- Assist the SSG Management with duties as required.
- In compliance with the NSW Police Force Safety Management System, follow all NSW Police Force health and safety policies and take all reasonable care that your actions or omissions do not impact on the health and safety of others.

Achievements:

- In less than six months of job, successfully created and implemented a 10 year Major Capital Asset replacement program for 8 branches of Special Services Group. That includes Aviation Support Branch, Marine Area Command etc.

NSW Police Force - Sydney, Australia

Position: Asset Manager

March 2014 – July 2016

Duties Include:

- Capitalisation of capital works expenditure. i.e. hardware & software asset capitalisation.
- Reconciliation of SAP & SCCM data. i.e. tracking serial numbers of assets which were in SAP without serial numbers, clearing of duplicate records, splitting of bulk capitalised assets, creation of parent child relations within SAP asset records.
- Disposal requests processing.
- Asset transfer processing.
- Working closely with IT equipment replacement projects i.e. ITERP & TARP projects in order to timely and accurately capitalise the assets purchased / replaced.
- Providing support wherever required by the Business Manager - Business & Technology Services of NSW Police Force.

Achievements:

- Cleared more than \$100 million or more from the work in progress i.e. Capital works in progress.
- Cleared more than 900 asset records in SAP which were without any serial numbers / identification.
- A process was created and implemented with the conjunction of financial services on how to capitalise the wages of several projects.
- Worth \$ 3 million assets were split in SAP.
- 2000 asset records were assigned with serial numbers in SAP which were in SCCM and were not in SAP.

Boral Construction Materials - Perth, Australia

Position: Asset Manager

July 2012 - March 2014

Duties Include:

- Manage the asset plant pool to supply purpose built Equipment (Boral owned and external hire) to contracting operations.
- Ensure all assets are cost effectively maintained, in a safe and reliable condition with minimum lost time to operations. At a hire rate equal to or better than commercial rates, to return a surplus or break even to the business.
- Management, planning, reporting and cost control of all assets against budget.
- Management of various workshop staff including permanent & non-permanent employees and contractors.
- Responsible for ensuring compliance with Boral OH&S policies, Procedures and Safe work practices including lockouts, work permits and SWIMS.
- Key accountability for the effective and efficient use of maintenance management system (eAM)
- Key accountability for the effective and efficient use of purchasing management system
- Utilise Oracle / eAM for reporting and preventative maintenance activities for fixed and mobile plant & equipment (assets).

- Development of preventative maintenance plans for fixed and mobile plant & equipment (assets) including the allocation of labour, parts and materials.
- Provide cost estimates and monthly forecasts for maintenance activities and plant pool profit.
- In conjunction with the Commercial Manager and Business development manager, review and apply internal mobile equipment hire rates for use in tendering and job costing, with the aim to achieve break even or a surplus in the asset pool.
- Review resource capability in conjunction with Contracting Operations Manager and determine ongoing equipment requirements.
- Prepare capital expenditure plan and capital requests for fixed & mobile equipment (asset) in line with budgets and business needs.
- Liaise with national procurement to identify standardization of fleet opportunities for the asphalt business.
- Controlling all the purchasing across business within the granted GOA & requirement according to budgets by implementing S-M-A-R-T objectives.
- Managing / controlling the inventory by maintaining the required stock levels.
- Key involvement in the implementation of LEAN principles across the business with specific focus on production and maintenance.

Achievements:

- In less than a year managed to achieve a target of record saving / spending in Repairs & Maintenance to 30%.
- Effectively managed to have an inventory count, system effective with the obsolete variance of less than 3%.
- Reorganizing the warehouse structure as per the standards.
- Maintaining / managing the proper stock levels as per the business requirement.

Weatherford Oil Tool Middle East – Dubai, United Arab Emirates

Position: Head of Assets and Inventory Department, Iraq

June 2010 - July 2011

Duties Include:

- Responsible for establishing a new Assets & Inventory management department, implementing company policy and procedures to get the department to an operational level.
- Undertook human resources responsibilities such as recruitment of team members, and assigning tasks
- Responsible for managing the Asset & Inventory setup at remote locations including oil equipment & ICT resources.
- Implemented manual Asset & Inventory system for the remote locations and developed communication protocol with the regional office in Dubai ensuring the replications are done within the ERP system.
- Proper warehouse structure implementation according to the company policies following the location setups to the warehouse processes.
- Managing the Fixed Assets Accountant in order to have a complete workflow process till the full with value asset set up along with monthly reporting of fixed assets finance including depreciation Property Plant & Equipment reporting, reconciliation etc.

- Every day support to the team / end users in operational and financial issues related to JDEdwards.
- Implementing KPI.s and maintained compliance in dealing with SLA.s, company policies & procedures.
- Implementing software license management for in-house engineering softwares on the remote bases.
- Carried out all tasks involving Asset & Inventory in accordance to company policies and procedures, maintain an Absolute variance of less than 3% and net variance 0.67% out of 45 million USD worth of Inventory & 87 million USD worth of fixed assets including ICT equipments.
- Ensuring the client satisfaction providing equipment & services on time meeting every deadline to ensure the contract bounding.
- Driving the team of professional supervisors & coordinators having them as direct reporting and ensured providing guidance wherever required.

Achievements:

- Successfully implemented a manual operations asset & inventory system for the remote bases.
- Reduced the Repairs & maintenance expense by 40% in Iraq operations.
- Reduced asset variance to less than 1% after the very first annual physical count.
- Undertook the responsibility of Human resources in hiring the staff i.e. permanent & contractors.

**Position: JDE Fixed Assets and Inventory Supervisor, Middle East & North Africa Region
Weatherford Oil Tool Middle East – Dubai, United Arab Emirates
June 2009 - June 2010**

Duties Include:

- Worked for shared services (all product lines i.e 25 Branch Plants with several Business units)
- Implementing the Key Performance Indicators as per the policy of Weatherford.
- Responsible for Auditing of operational bases i.e. Warehouse structures, asset & inventory movements, maintenance, availability.
- Conducted training in regards to company systems, policies and procedures end use of JD Edwards.
- Implemented a system for software & license management with the support of region IT Department.
- Played a vital role in creation of the Region's Inventory Policy which was set to global later on.
- Supervised all inventory related issues such as. Cycle counts, day to day transactions and warehouse structures along with financial issues
- Providing support on AFE.s (authorization of expenditure for capital works / purchases) across Middle East & North Africa region. In order to track whether or not a new purchase is required or we can use an intercompany asset / capital work team to perform the job.

Achievements:

- Weatherford Oil Tool Middle East Limited (Dubai) - Deployed to region inventory task force by Vice President Middle East & North Africa Region in order to reduce the huge variances / shortages during the annual inventory count.
- Weatherford Oil Tool M.E Ltd (Dubai - U.A.E) - Played a vital role in creation of the inventory policy for Region.

Position: Assets and Inventory Controller Drilling Services
Weatherford Oil Tool Middle East – Dubai, United Arab Emirates
November 2007 - May 2009

Duties Include:

- Responsible for carrying out operational tasks concerning Inventory, Procurement and Fixed assets
- Managed the Inventory, Procurement and Asset teams to ensure the operations are run in accordance to company guidelines
- Responsibilities included initiating purchase orders for Delivery Tickets, updated the equipment status in WAM & JD Edwards, and supervised the IMARKS processes.
- Reconciled all the three systems (JDE, WAM and IMARKS) to ensure best outputs are achieved.
- Trained and created a fully equipped Assets, Procurement & inventory team in Weatherford Australia Perth by creating procedures hiring new staff ensuring reconciliation and rapid moving processes to catch up with all the 3 systems used i.e. Jd Edwards , WAM & IMARKS
- Day to day query / issues solving related to JDE in Finance , A/P, A/R, Inventory, FA, S/R & Procurement modules
- Provided full support to the JDE help desk team in regards to mentioned modules solving & closing of magic tickets / queries raised by end users.
- Provided full support to the IT help desk team in regards to maintain the software license management across drilling services in MENA region i.e. requirement of licenses, expiry, renewals, cost savings, identifying the needs.
- Managed all the ins / outs transactions of inventory and assets where applicable and trained staff appropriately to ensure the operations are optimized
- Kept close coordination with the senior management and financial management checked monthly depreciation or any other expenses occurring in Inventory and Fixed Assets at regional level.
- Maintained high level reporting involving all aspects.
- Maintained in close coordination with Procurement
- Monitored all transactions from AFE (authorization of expenditure for capital works / purchases) to a Purchase order by procurement

Achievements:

- Weatherford International Ltd (Perth- Australia) – Deployed to support the Drilling Services team in setup / implementation and training of JDEdwards modules (Finance (G/L, A/P, A/R & Reporting via G/L Inquiry as well as JD Edwards), Service & Rental, Fixed Assets, Procurement and Equipment Maintenance) along with implementing a strong team structure to ensure the compliance according to the company policies.
- Weatherford Oil Tool M.E Ltd (Doha, Qatar) – Deployed to Drilling Services in Qatar to assist in setting up of JDE, WAM and IMARKS. Ensured that all inventory, procurement and fixed assets records are updated and accounted for correctly. Also, provided full training and supervision for a period of 6 months.
- Weatherford Oil Tool GMBH (Germany) – Member of the JDEdwards Go Live resource team.

Position: Supervisor Fixed Assets Finance**Weatherford Oil Tool Middle East – Dubai, United Arab Emirates****Nov 2004 - Nov 2007****Duties Include:**

- Responsible for controlling property, plant and equipment for the whole Middle East region including cost and depreciation
- Maintained the fixed asset register for the region including capitalization of costs from the capital-in-progress accounts
- Performed reconciliation of intercompany balances
- Performed reconciliation between asset register and ASAS (store software) with the books
- Controlled work-in-progress accounts of all product lines in Middle East and North Africa
- Coordinated with operations for receiving and issuing fixed assets
- Involved during the physical counts and audit inspections within the region
- Involved and responsible in the implementation of JDE within the Middle East and North Africa region (MENA)
- Supervised the assets department for the whole MENA Region in processing the day to day queries and meeting every single financial requirement
- Running integrities and doing reconciliations between G/L & assets, cleaning the conversion accounts, cash clearing accounts etc.
- Supervised and trained the staff

Achievements:

- Weatherford Oil Tool M.E Ltd (Dubai – U.A.E) – Successfully implemented JDEdwards Fixed Assets and Procurement and trained super users.
- Weatherford Oil Tool M.E Ltd (Dubai – U.A.E) – Full supervision of Fixed Assets team of MENA for all product lines (combined operations)
- Throughout the career supported G/L, FA, Inventory, A/P, A/R, Service & Rentals, Procurement, & Work Orders

Position: Accountant**Weatherford Oil Tool Middle East – Dubai, United Arab Emirates****Dec 2002 - Oct 2004****Duties Include:**

- Responsible for Stock control and stock valuation in 15 countries on regional basis
- Checked and tracked of goods in transit account
- Prepared cost accruals related to estimated cost of goods sold and other maintenance equipment expenses
- Inventory reconciliation at the end of the month
- Billed and initiated invoices to customers on the basis of deliveries/ usage of consigned stock
- Recording of receivables, revenue and cost in the general ledger through SJ/PJ/JE vouchers
- Reconciliation of intercompany balances
- Analysis and allocation of regional expenses to specific locations

Relevant Training / Certification

- Super User training of JD Edwards (Oracle Based): Service & Rentals, Procurement, Finance, Fixed Assets & Equipment Management modules.
- Super User training of WAM (SAP Based): Assets & Equipment Management modules.
- Super User training of IMARKS (SAP Based): Inventory & Equipment Management modules.
- Management Development Program (MDP)
- Customer Service Awareness
- Basic Interpersonal Skills
- Coaching Skills /
- Influential Presentations
- Train the trainer
- Supervisory Development Program (SDP)
- Light Vehicle Management System for Manager
- NSC Certification for Personal Vehicles
- Journey Management
- Introduction to Effective Hiring
- Hours of Service (HOS) Base Logbook Reviewers Course
- Lithium Battery Safety Awareness
- QHSSE Competency Assessment
- Radiation Awareness
- Fatigue Management
- Geology Primer
- International Bribery and Corruption
- Basic Financial Concepts
- Anti-Corruption Manual Training
- Microsoft Office 2007 Full Package
- Management's Role In Enterprise Excellence
- Safe Start
- Skills Training for Enterprise Excellence (SEE)
- EEP Competency Assessment
- QHSSE Competency Assessment
- Environmental Induction

- Weatherford Health & Safety Induction /
- EEP - Weatherford Performance Tracking System (WPTS) Audit
- Tracking System Training / 2010 Trade Compliance Training - MENA Region (Intermediate)
- Authority to Issue work permits (nationally recognized in Australia)
- Confined Space Entry (nationally recognized in Australia)
- Senior First Aid training (nationally recognized in Australia)

Education

- Bachelor of Science, IT (2 years)
National College of Computer Sciences (Affiliated with Punjab University)
Lahore, Pakistan
Mar 1999 - Dec 2002

References

Upon request.