

Curriculum Vitae

Personal Details & Contact Info:

Name: Mojtaba Ranjbar **Address:** No.05, East 43rd, Narmak,
Date of Birth: Feb 23, 1982 Tehran, Iran
Marital Status: Married **Cell Phone:** +989125229429
Military Service Status: Exemption **E-Mail:** mjtbranjbar@gmail.com

Professional Experience:

I. Mapna Neyrperse, (Dec 2016 – Present)

Purchasing and Procurement Expert: (Dec 2016 – Dec 2020)

- Coordinating and expediting the steps are geared to procurement tasks esp. categorized in mechanical discipline i.e. fixed and rotary equipment in Oil & Gas various projects;

Head of Mechanical & Piping POs. Coordination: (Dec 2020 – July 2023)

- Managing and coordinating the steps are geared to procurement tasks esp. categorized in mechanical and piping discipline in Oil & Gas various projects;
- Contributing in budgeting and pricing of the tenders, as representative of Procurement Deputy in Proposal Committee;

Procurement Manager of Project: (July 2023 – Present)

- Directing procurement services required in gas storage development project of Shurijeh 'D' reservoir as per main contract scope of work and supply;

II. Milad Energy Ltd. Co., (Dec 2015-Oct 2016)

Sales Engineer/Commercial Expert:

- Directing business development in case of equipment sale and procurement service through conducting relevant marketing affairs;
- As a commercial dept. staff of a company involved in trade of Oil & Gas products, it brings into a related knowledge of products e.g. LPG, Biofuels, Gasoline business;

III. Shima Farmand Co., (Jan 2011 - Dec 2015)

Purchasing and Procurement Expert:

- Managing and coordinating the whole steps are geared to procurement tasks esp. categorized in mechanical discipline i.e. fixed and rotary equipment in EPC projects of Gas Compressor Stations and the modification project of Gas Refinery;
- Contributing in budgeting and pricing of the tenders;

IV. Pooya Choob Co., (April2010- Aug2010)

Assistant of Production Supervisor:

- Maintaining production line and troubleshooting the mechanical issues, it may be faced by;

Educational and Research Background:

| Title | Institute | Year |
|--|--|---------------------|
| Mech. Engineering, BSc. | Amirkabir University of Technology (Tehran Polytechnic) | Sep2000/ Aug2005 |
| Master of Business Administration, MSc. | Mazandaran University of Science & Tech (MUST) | Sep2007/ Aug2009 |

- ✓ Accepted as a Recommended Dissertation in Bachelor Programme,

Professional Qualifications and Field of Study:

- **Professional Skills;**
 - ✓ Good command of commercial and contractual terms e.g. Incoterms articles, Tender participation related tasks
 - ✓ Professional familiarity with Oil & Gas related companies and organizations, besides relevant structures and routines,
 - ✓ Good command of General Software as MS Office Tools as well,
 - ✓ Familiarity with Mechanical Software and Pressure Vessel Design, in accordance with ASME Sec.VIII, D.1 by PVElite software,
- **MBA-oriented Studies;**
 - ✓ Familiar with Marketing and Sales Strategies,
 - ✓ Studying of Strategic and Risk Management principles,
- **Communication Skills;**
 - ✓ Good command of forming comprehensive communication and correspondence as well, based on working experiences and courses passed in MBA programme,
 - ✓ Foreign Language;
 - English: Professional Working Proficiency,