

# EDIRIN JOSHUA ODIJE

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*Experienced Oil and Gas Procurement and Contracts professional with extensive experience in planning and executing strategic procurement, offering comprehensive market and trend understanding to negotiate better contracts and add value to organization's procurement.*

## PROFESSIONAL EXPERIENCE

**Dangote Oil Refining Co., 2016 till date.**

➤ Job Position:

### ❖ Procurement and Contracts Engineer

- Implements policies to reduce cost and eliminate waste.
- Negotiates and finalize contracts.
- Monitor logistics for bottlenecks and recommend improvement
- Handles purchasing matter enquiries from stakeholders and external bodies.
- Maintains productive relationships with vendors.
- Forecasts procurement requirements to order exact stock for project needs.
- Review and renegotiates key contracts to achieve added value.
- Analyse procurement system data and collaborates with suppliers to explore opportunities to generate greater value, resulting in cost saving.
- Lead development of innovative procurement strategies against defined target areas.
- Owned end to end procurement process of construction category in addition to other procurement categories including marine and service-based contracts.
- Manage, negotiate and award construction, steel and Marine related contracts for cost-effective results.
- Improve supplier negotiations through monitoring of price trends.
- Estimates costs, scheduling requirements and labour needs to execute construction contracts.

**Transocean LLC. 2011 to 2015**

➤ Job Positions:

### ❖ Assistant Subsea Supervisor

- Achieved one year without downtime on all subsea equipment.
- Achieved one year unplanned corrective maintenance on Subsea Blow out Preventer.
- Ensured all activities are carried out in line with company's quality, HSE systems including Toolbox talks, risk assessment, Stop work system, incident reporting and risk control plan.
- Demonstrated ability to resolve problems related to Hydraulic, Mechanical and control systems using schematic diagrams and OEM's manual in line with company's procedure.
- Forecasted timeframes, materials and costs to support forward-planning.
- Outlined possible safety hazards through diligent risk assessments and analyses.
- Supported cost and quantity estimations for improved in between well maintenance work schedule planning.
- Scheduled tasks strategically to meet set deadlines for post well construction maintenance work.

## **Accelerated Rig Trainee (Subsea)**

- Successfully Completed and passed all On the Job Trainings in various department on the rig and external trainings on company's approved training matrix.
- Participated in Job Hazard Analysis and recommended control measures for all hazard identified.

## **NNPC 2006 – 2007 (Internship)**

### **➤ Job Position: Operations Technician**

- Safe and efficient operation of diesel engines, Compressors, Pumps and Valves to ensure successful transfer of crude oil from Warri to Kaduna Refinery.
- Checked instrument indicators and warning signals to monitor chemical process conformity.
- Adhered to and followed the Standard Operating Procedures (SOP).
- Maintained knowledge of industry policies and procedures to set up and operate equipment safely.
- Recognized upset conditions, determining cause, and took appropriate corrective action.
- Assisted with equipment startups and machine installation tasks.
- Performed inspections and routine maintenance on equipment.

## **EDUCATION:**

- Chartered Institute of Procurement and Supply (CIPS), Diploma
- University of Benin, Post graduate Diploma in Production Engineering,
- Auchi Polytechnic, Higher National Diploma in Mechanical Engineering,
- Auchi Polytechnic, National Diploma in Mechanical Engineering.

## **SKILLS AND COMPETENCIES:**

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|------------------------------|--|
| • Cost reduction strategies, | Stakeholder influencing skills         |
| • Supplier evaluation,       | High-value project management          |
| • Logistics planning         | Microsoft Office suite                 |
| • Supply chain management    | Shipping and delivery methods          |
| • Procurement                | Contract negotiation                   |
| • Inventory demand planning, | Document preparation                   |
| • Vendor relations           | Excellent verbal/written communication |
| • Trend analysis             | Bid coordination                       |
| • Vendor sourcing            |  |

## **CERTIFICATIONS AND TRAINING:**

- Chartered Institute of Procurement & Supply (CIPS) Diploma
- Project Management and Microsoft Project Training
- Cameron Mechanical Technician course (Houston, Texas)
- HSE Excellence