

Alba L. Melendez G
Commercial & Logistics Management

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Extensive experience managing commercial, operations, planning, and logistics in the oil, gas, and Petrochemical industry. Well-versed in crude and gas production upstream and downstream and heavy oil crude markets. Negotiating commercial contracts for crude, gas, and byproducts supplies, and transportation agreements of crude and diluent of Joint Venture Pipeline. Assisting with the development of operational plans, process improvements and cost reduction efficiencies for different commodities. BS Chemical Engineer, a specialist in Process and Refining. Fluent in Spanish, English, and Portuguese.

**Trading & Commercial Operations| Management Trading Data| Oversight and Control
Accounting Volumes | Trade Recap & Contract| Scheduling| Project Planning Loading & Discharging
Management | Demurrage.**

WORK EXPERIENCE

Business Development and Commercial Consultant

Nov 2021 - Present

OSL CONSULTING | | Houston, TX

- Manage risk scenarios, prepare strategic planning, and evaluate planning operations for customers from IOCs for business decisions.
- Analyze the forecast for the supply/demand requirements, identifying opportunities to develop the planning and scheduling for loading and deliveries with suppliers and customers.
- Contribute to the continual improvement of operation coordination. Reviewing loading procedures for petroleum and derivatives in LatAm terminals.
- Planning term supplies in conjunction with business partners to execute the contract orders between traders and customers.
- Capture ongoing business development of petroleum products supply and planning distribution to deliver northeast Brazil.

Operations Analyst

Nov 2022 – Mar 2024

NEW WORLD FUEL | Houston, TX

- Started and developed the operations for Xylene and Toluene from the beginning up to 20 KBbl per month. Managed purchase orders with suppliers and coordinated loading operations with Intercontinental Terminal, Deer Park TX.
- Managed scheduling and coordination of bulk cargo loadings with the suppliers at several Texas terminals to end customers destinations for Propane business.
- Managed railroad and trucks coordination nationwide and exports to Mexico for PetroChemicals.
- Confirmed sales and purchase orders for product shipment of Petrochemicals products with traders and clients.
- Managed and streamlined efficient data collection processes to support operational decisions. Recorded shipping documents.
- Led commercial operations for multiple projects focused on driving process improvements, enhancing productivity, and improving service delivery to customers.
- Responsible for daily operations and inventory management. Reported day to day operational activities, optimized daily Petchem dashboards.
- Monitored and tracked product imports, coordinated handling shipping documents with customs agents.
- Managed and approved payment of invoices related to operation movements improving accounting processes. Verified account receivables and supporting reconciliation processes.

Business Development Director

Nov 2019 - Dec 2020

GAS ENERGY Latin America | | Houston, TX

- Developed consulting engagements with IOCs, consulting companies, and entities with assets and investments in Latin America focusing on natural gas.

- Followed and reported technical production, downstream and commercial operations plus ongoing natural gas production and projects in Venezuela, Bolivia, Argentina, and Brazil. Developed downstream reports on crude shipping and crude market trends from Venezuela.

Supply Cargo and Logistics Manager

May 2015 - Jul 2018

PETROLERA RN | Venezuela

- Oversaw and control of crude and by-product sales contracts. Implemented approval procedures for correct allocations for crude sales of \$1.2B and for petroleum by-products of \$ 30M.
- Optimized efficiencies, principal interphase with refineries and traders in supply production balances and commercial matters. Negotiated and settled eighty cargo claims for cargo laytime and demurrage totaling \$8M.
- Implemented management of changes in a JV. Led the Cargo Logistics department with two groups: planning and scheduling and shipment operations, with ten engineers in total headcount. Coordinated oil cargo load operations of 159 M barrels/78 synthetic crude shipments.
- Improved effectiveness of oil balances. Implemented oil measurement controls and corrective action plans in the production chain to reduce the imbalance of \$3M in oil losses credited to joint ventures.
- Developed long-term strategies for planned upgrader maintenance turnaround 3Q18.
- Implemented administration procedures, and cost management controls for crude and solids terminal shipping services contracts.

Commercial Advisor, Partner

Jul 2012 - May 2015

APOGEO | Venezuela

- Enhanced project business plan for the JV Carboca, including the scope of engineering design for solids storage, handling, and shipping facility for coal production project, estimated \$20M investment plan for the project.
- Managed conceptual engineering, included feasibility studies, and got award permissions with regulatory entities.

Business Associate

Sep 2007 - Jun 2012

OILLINK Corp | Venezuela/ Brazil

- Implemented and executed commercial proposals for Petroleum coke purchases to Brazil. Coordinated scheduling strategies to increase contract volumes from 175, 000 MT per year to 800, 000 MT per year.
- Managed bid proposals and prepared economics analysis for tender participation, and contract recap negotiation.

Supply and Logistics Coordinator

May 2006 - Apr 2007

EXXONMOBIL | Venezuela

- Optimized production of 120, 000 barrels per day (BPD) of extra-heavy oil
- Led shipping and scheduling activities with buyers, sellers, other third-party facilities pipelines, and terminals.
- Contract administration and controls procedures, administration of third-party terminals contracts. Managed strategic and general perspective supply chain effectiveness daily.
- Focal contact to manage commercial operations with Cerro Negro Joint venture partners, and secure refineries' continuous crude oil supply.
- Managed crude by-products, pet-coke, and sulfur sales ensuring continuity of crude production balances.

Pipeline Commercial Coordinator

May 2005 - May 2006

- Coordinated commercial contracts in midstream shared facilities. Contract for transportation of crude and diluent from production facilities to export terminal for interconnection and access of

Joint Venture Pipeline (JVPL) with third party project. Negotiated right of way agreement recovered \$300K.

- Negotiated three commercial and technical agreements between Operadora Cerro Negro and Joint Venture Pipeline partners and new JV project parties.
- Negotiated multiple agreements Transportation agreements, tie-ins, and cost recovery agreements for access and use of crude and diluent joint venture pipelines. Managed contracts tariff transport cost, Opex, and Capex recovery.

TECHNOLOGIES

MSSOffice, SAP, Tableau, Refinitiv Eikon, Access, Maximo, J D Edwards, Implant, Hextran and Pro II.

EDUCATION

Bachelor of Engineering | Chemical Engineer- Universidad de Los Andes Venezuela 1996.

Refining and Process Engineering Specialist - Universidad Francisco de Miranda Venezuela 1999.

Certificate of Advanced Management Program IESA 2015.