Curriculum Vitae MOHAMMAD HANIF SHAH



**Present Address:**

❏ **Amwaj Catering Services**

❏ **Al Alqariya** **Old Salata ,12th Floor DOHA, QATAR**

❏ **Contact Details: +97477373839** ❏**E-Mail:** [**sameershah937@gmail.co**](mailto:sameershah937@gmail.co) **/ mumbaizone78@gmail.com**

**Summary:**

I am a young, ambitious, hardworking individual with many years diverse experience in my chosen profession. I wish to further invest myself in new challenges, wherever my international experience and my professional and human qualities will be an incontestable asset for a dynamic and ambitious company.

**Personal Profile:**

Ethical Leadership and Management Qualities. I am having a strong and diversified background with sixteen years of combined experience in India and Overseas for Electrical field & Four years in Maintenance Administration field, having exposure in various operations of electrical Industry like Remote Sites, Offshore, Ringless sites, wireless communication system, industrial & power plant set up, tyro cord industry, tractor manufacturing industry, Expertise in International Standards of Hygiene, Sanitation and Safety. Expertise in implementing contractual obligations to client with an eye on cost effectiveness Proven ability to relate and communicate with people of all nationalities.

**EDUCATION:**

SECONDARY (10th): S.S.C. Maharashtra Board. INDIA in the year 1994.

HIGHER SECONDARY (10 + 2) H.S.C. Mumbai Board INDIA in the Year 1996.

**DIPLOMA IN HOTEL MANAGEMENT:**

2 Year Diploma in Hotel Management Contractors from SHALIMAR Catering Institute, Mumbai India in the year 1999 with

Grade (A)

**COMPUTER SOFTWARE AND APPLICATIONS**

MS-Word, MS-Excel, MS-PowerPoint, MS Out Look, Photo Shop and Internet Browsing.

**Courses Done**

**Food Safety Grade Level 1 to 4**

**BICSS Training Card Holder**

**PERSONAL DETAILS:**

Date of Birth: 27th of September 1978

Nationality: Indian

Marital Status: Married

Religion: Islam

*Hobbies*: *Cricket, Volley ball, Table Tennis, Swimming, Music*

**LANGUAGES:**

ENGLISH Read, Write and spoken

HINDI Read, Write and spoken

ARABIC Read, and spoken

TAMIL Read, Write and spoken

MALAYALAM Good spoken

BENGOLI Good spoken

**PROFESSIONAL WORK EXPERIENCE***:*

# EVERSENDAI OFFSHORE RMC FZE

An International LTD Co. with its head Quarter in Malesia and supporting offices in U A E, Dubai. Egypt, Qatar, Middle East, Iraq, Russia, & Saudi Arabia Singapore Malesia. Mainly involved in construction business with other international exposures in investments, offshore bucket, offshore oil fields holdings, facilities management etc. Now in contract with ARAMCO SAIPEM energy services in Saudi Arabia.

## POSITION HELD: Senior Camp Boss specialist for Eversendai

*Keeping records staff movements in and out*

*Maintaining inventory cleaning item and cost controlling*

*Camp capacity 2350 including staff and technicians, skilled labor Stock checking on daily, weekly and monthly basis updating.*

*Giving briefing about safety and PPE for QHSE*

Develop and maintain all on-site Personnel records

Communicate in a professional, positive, courteous manner at all times with all levels of internal and external customers.

Ensure excellent sanitation of all equipment. Daily Hygiene check-up & safety briefing on various topics to maintain weekly consume order for kitchen track records in computer & forward it to purchase department. To adhere journey management process policy for Client.

**DAMAC GROUP OF COMPANIES (A MNC) (SAUDI ARABIA)**

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An International LTD Co. with its head Quarter in Kuwait and supporting offices in u.a.e, Dubai .Egypt, Qatar, middle east, Iraq, Russia Saudi Arabia. Mainly involved in catering services camp s construction business with other international exposures in investments, catering, real estate, holdings facilities management etc. Now in contract with HALLIBURTON energy services (U.S.A) in Saudi Arabia.

**POSITION HELD: Senior Camp Boss specialist for Halliburton**

Training of staff to meet set performance and hygiene standards

Camp capacity is 1800 clients of Aramco different nationalities and technical staff *Take care of food and safety beverage.*

*Providing the meals as per cost of the company*

*Take caring Chiller, Freezer, & Vegetable Store*

*Preparing Weekly Report & Monthly Inventory*

*Preparing Mondays e as per requisitions*

*Take care of temperature cold store*

*Keeping records staff movements in and out*

*Maintaining inventory cleaning item and cost controlling Stock checking on daily, weekly and monthly basis updating.*

### *AMWAJ CATERING SERVICES in Qatar*

POSITION HELD: **Camp Boss (Qatar Energy) JUNE 2021**

*Giving briefing about safety and PPE for QHSE*

Develop and maintain all on-site Personnel records

All Assets Register on Site including their Expenses...

Discussing staff issues & problems with higher key persons.

Communicate in a professional, positive, courteous manner at all times with all levels of internal and external customers. To maintain weekly, consume order for kitchen track records in computer & forward it to purchase department.

To adhere journey management process policy for Halliburton.

All important issues regarding camp or Mess Hall & VIP Banquet Hall to discuss with Company Forman & superintendent. To ensure safe keeping both as to quality & safe hygienically of food materials.

### *AMWAJ CATERING SERVICES in Qatar*

POSITION HELD: **Camp Boss (Qatar Petroleum) JUNE 2008 TO NOV 2015**

*Take care of the offshore & onshore camp facility*

*Camping capacity is more than 6000 with phase wishes*

*& Lead under my command*

*Making cleaning schedule and keeping record*

*Take care of food and safety beverage*

*Providing the meals as per cost of the company*

*Preparing montage as per requisitions*

*Take care of temperature cold store*

*Keeping records staff movements in and out*

Make daily Incident Reports & Site Reports with all Assets Register on Site including their Expenses...

Discussing staff issues & problems with higher key persons.

Communicate in a professional, positive, courteous manner at all times with all levels of internal and external customers.

Ensure excellent sanitation of all equipment. Daily Hygiene check-up & safety briefing on various topics

To maintain weekly, consume order for kitchen track records in computer & forward it to purchase department. All important issues regarding camp or Mess Hall & VIP Banquet Hall to discuss with Company Forman & O M

*Maintaining inventory cleaning item and cost controlling stock checking on daily, weekly and monthly basis updating.*

### *Worked with Hotel Balwa (\*\*\*) In Mumbai* JULY 2006 TO DEC 2008

***Worked as a Executive Housekeeping Supervisor*** *following are the responsibilities;*

*Take care of the banquet hall and 65 rooms under my command*

*Making cleaning schedule and keeping records*

*Maintaining inventory cleaning item and cost controlling stock checking on daily, weekly and monthly basis updating. Giving briefing about safety and seminar for QHSE.*

#### AL-Khodari & Son in Saudi Dammam January 2003 to May 2006

*Worked as a A****rea Cleaning Supervisor*** *following are the responsibilities*

*I have 40 General Cleaners*

*Dusting & Mopping and Waxing floor policing Window glass Cleaning Toilets cleaning and take care manager’s rest room and core door Cleaning Carpet vacuuming marbles policing scrubbing.*

*Maintaining safety and giving briefing every week.*

*Preparing monthly report and time sheet submitting to HR department*

#### Al Jol Oil Gas Industries from 2000 to 2003

*Worked as a* ***Cleaning Supervisor*** *following are the responsibilities;*

*I have35 Cleaners for Cleaning*

*Dusting & Mopping and Waxing floor policing Window glass Cleaning Toilets cleaning and take care manager’s rest room and core door Cleaning Carpet vacuuming marbles’ policing scrubbing.*

*Maintaining safety and giving briefing every week.*

*Preparing monthly report and time sheet submitting to Manager*

### *Worked with AL AMAL HOSPITAL (GAMA SERVICE) In Dammam from 1996 to 2000*

*Worked as a* ***Housekeeping Supervisor*** *and following are the responsibilities;*

*I have 25 Housekeeper for Cleaning*

*Dusting & Mopping and Waxing floor policing Window Glass Cleaning Toilets cleaning and take care visitor area core door.*

*Look after the store Cleaning Carpet vacuuming marbles’ policing scrubbing. Maintaining as per the requirements of the Department...*

*Preparing monthly report and time sheet submitting to GSD*

### Some Achievements

Bics training complicated (B) grade

Has completed STCW 95 courses covering,

Completed HCAP Level 1,2,3, food safety Hygiene Level Elementary First Aid.

Personal Survival Techniques.

Personal Safety & Social Responsibility Fire Prevention & Fire Fighting.

Helicopter Underwater Escape Training.

Has completed H2S safety awareness & SCBA training.

Has completed First Aid & CPR training.

Has completed Basic Fire Fighting & Extinguisher training.

**Certificates Achieved**

Best employee of the month certificate awarded by Location Manager in Saipem in Saudi Arabia

Best employee of the month certificate awarded by AL-AMAL Hospital Services (ARAMCO) & presented by Gen. Manager in Saudi Arabia.

Best year employee of the month certificate awarded by AL-AMAL Hospital Services (ARAMCO) & presented by Managing Director in Saudi Arabia

Letter of Appreciation best camp boss certificate awarded by Recreation Manager in Doha Qatar

**Passport Details**

Passport No : S 9452368

Date of issue: *18/10/2018*

Date of expiry: *17/10/2028*

**Permanent Address:**

**G, Sector I1, Line Room No 1**

**Cheeta Camp Trombay**

**Mumbai 400088 India**

**References available**

**SAYED AHMED SAFETY ADVISOR (ARAMCO) SAIPEM: MOBILE: +966 533607832**

**Mr.Muneer Panali Amwaj catering Services Mobile :+97433164516**

### Declaration

**Hereby, I declare that all the above-mentioned information pertaining to my career & me are true to the best of my knowledge.**

### Mohammad Hanif Shah