

CURRICULUM VITAE



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Profession : Computer Engineering

Nationality : IRAQI

Education

- ❖ **University of Al-Salam/ BSc. Computer Engineering**
- ❖ **Diploma of Baiji Institute/ Oil Institute**

Languages

- ❖ **English Language (write, speak, understand) fluently.**
- ❖ **Arabic (mother tongue).**



Computer skills:

I Have Skills in Computer (Hardware & Software).

- • **Auto Cad** (Very Good)
- • **Microsoft Office** / (excellent)
- • **MS Project** / (Very Good)

➡ Objective:

Looking for a challenging role, where I can make use of my skills, expertise, and education in a way that fulfills organizational goals

➡ Experience:



1. LafargeHolcim Company.

- Client : DAAX
- Project : All Iraq
- Position. : HSE Officer / Baghdad Area Manager
- Duration : Nov 2018 – Present
- Responsibilities :

Manage and lead all HSE activities and work on the development and issuance of all concrete and manufacturing works and implementation of all training and management plans. Department of Health and Safety

2. WON Korean Construction Co.

- Client : KAI (Korean Air Industries)
- Project : Iraq- Suwayrah Air base
- Position. : **HSE Officer**
- Duration : June 2017 – April 2018
- Responsibilities :
 - Prepare HSE document and requirements in all sites locations.
 - Conduct and coordinate training for all (SA) crew.
 - Conducting drills and on job training.
 - Provided advice and instruction on safety issues to employees and management.
 - Coordinate and monitor all critical new activities.
 - Inspect all safety devices, heavy and light equipment.
 - Scaffold inspector for all the scaffolding activities in company.
 - Leader of safety walk around by HSE management.
 - Investigate any accident with reporting and make corrective action.
 - Coordinate with client regarding HSE requirement.
 - Prepare (JSA& PTW).for any new activities.

3. IFC (International Free Company)

- Client : GE (General Electrical)
- Project : Iraq/Baghdad
- Position. : HSE Engineer
- Duration : January 2017 – May 2017
- Responsibilities :

- Monitor all the activities and make sure all those activities carried out in a safest way.
- Make sure that all HSE documents & requirements are available in work site.
- One of the (Risk assessment) team.
- One of (lifting plan) team.
- Coordinate and reviewed (method of statements).
- Attend client weekly HSE meeting. And conduct internal HSE meetings with project staff.
- Carryout HSE induction for new employees.
- Conduct TBT on daily basis.
- Conduct on job training prior any new activities execution.
- Inspect all heavy& light equipment and safety system.
- Report the accident investigation to my manger.
- Conduct safety walk around in order to inspect all sites location.

4. SUHOOL Co.

- Client : GAZPROM
- Project : Iraq/ Badra-Jasan
- Position. : Document Controller & IT
- Duration: : July 2016 – December 2016

- Responsibilities :

- Responsible for day-to-day Document Management workload.
- Support technical project team and other departments.
- Perform document control duties, which includes: registering all the incoming and outgoing correspondence, transmitting drawings and documents and other related documentations from project site.
- Can provide daily admin roles as well as project division secretarial roles of the project team and department of proceeding efficiently and without difficulties during the operations.
- Provide personal and technical assistance and clerical support to the project control team as required. Duty includes: assistance and support company representative, Project Control Manager, and discipline Engineers.
- Responsible for managing emails, Queries and distribute to the concerned personal for their information.
- Maintain and arrange schedule of all the engineers assigned for weekly meetings. Duty includes set-up and coordinate meetings.
- Maintain the project Master Document register for tracking all technical and non-technical documents.
- Prepare expense report such as (Travel Order, Mechanical Expenses and other personal business).
- Maintain confidential records and files.
- Distribute all the technical documents is sued by CONTRACTOR to all relevant Engineers as well as Department Heads.

5. Ainazmer Company

- Client : BP British Petroleum
- Project : Iraq/ Basra
- Position. : **Project Coordinator & PTW**
- Duration : January 2015 – June 2016
- Responsibilities :

- Coordinating project schedules, resources, equipment and information.
- Liaising with clients to identify and define project requirements, scope and objectives.
- Ensuring that clients' needs are met as the project evolves.
- Monitor project progress and handle any issues that arise.
- Assign tasks to internal teams and assist with schedule management.
- Help prepare budgets.
- Make sure that clients' needs are met as project evolve.
- Keep detailed project notes and records.
- Keep all members of the team up-to-date with current information and paperwork.
- Supports technical projects and departments.
- Receives, catalogues and stores hard copies and electronic copies of all technical drawings, reports and related information in an orderly manner, in line with policies and procedures.
- Allocates and controls the document numbering system for the project work.
- Daily permit for work (PTW) after discussion and deliberation with the site engineer.
- Daily site inspection ensure that all hazards exist on the area noted and discussed with all the team whom involving with their daily tasks.
- Prepare (JSA& PTW).for any new activities.

6.NRC North refinery company

- Client : Iraqi Ministry Of Oil
- Project : Iraq/Salah Alden/ Baiji
- Position. : **Technical**
- Duration : September 2011 – August 2014
- Responsibilities :

NRC is larger refinery in medial east

Many responsibilities in case of need:

- Organize all staff information of more than 12,000 employees.
- Updating of information in the system of individuals
- Data entry.
- Programmatic Assistant.
- IT.
- Training for new Employees.

References

Lakhdar Kadaoui	PEG HSE manager	kadaoui.l@pegiraq.com
Tyrell Prouty	Petrofac GCMC HSE Supervisor	tyrell.poruty@petrofac.com
Aymen Abid Alaal	AinAzmer HSE Manager	Aim_aluraishi@yahoo.com
Fadhil Habadis Sahib	SUHOOL Company owner	fjanabi@yahoo.com
Omar Ahmed Mofaq	NRC North refinery company Project Manager	Neimiomar@gmail.com
Park KIM Yong	WON Construction HR Manager	k2ww_pky@hotmail.com

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My background allows me to be confident that I will perform
Successfully in this opportunity with the team work to finish my
Tasks in the best way,
Thank you for reviewing my qualifications.