**CURRICULUM VITAE**

**IDENTITY**

Name and Last name**: GHARBI Karim **

Date of birth  **:** **21/ /03 1978**

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**ACADEMIC CURRICULUM**

June 2003: **Master degree in Management Science (Specialty: Management)**

June 2001: **First Cycle diploma (Specialty: Economics and Management)**

June 1998: **Bachelor diploma (Specialty: Economics and Management)**

**PROFESSIONAL EXPERIENCE:**

**From 23/09/2017 nowadays: Quality Management Manager in Ramez Group,**

* Establishment of a management system quality ISO 9001: 2015;
* Prepare and organize the management reviews;
* Management representative;
* Follow-up of performance indicators of Various processes;
* Implement the necessary actions.
* Plan internal audits according to existing processes;
* Programmed and conduct internal audits;
* Establish audit reports and identify non-compliance;
* Participate in the implementation of corrective actions.

**From 01/10/2016 to 30/08/2017: Trainer in environmental quality safety and health at work**

* Establishment of a management system quality ISO 9001: 2015;
* Establishment of an environmental management system ISO 14001: 2015;
* Establishment of a management system occupational health safety OHSAS 18001: 2007;
* Training in internal audits;
* Professor of quality management;

**From 01/10/2015 to 30/09/2016: Quality Management Manager in Rungis Plast**

* Establishment of a management system quality ISO 9001: 2015;
* Prepare and organize the management reviews;
* Management representative;
* Follow-up of performance indicators of Various processes;
* Implement the necessary actions.
* Plan internal audits according to existing processes;
* Programmed and conduct internal audits;
* Establish audit reports and identify non-compliance;
* Participate in the implementation of corrective actions.

**From 01/10/2014 to 30/09/2015: Responsible Management System Integrated QSE in Tunisia Transformers (TTF)**

* Responsible for implementation and servicing of the implementation of the quality approach and environmental and health safety at work (QSE);
* Participate in the definition of the quality policy and environmental and health safety at work in the company ;
* Ensure the intern communication relating to the integrated management system (QSE);
* Achieve communication different requirements applicable to officials of the concerned services;
* Being regulatory watch;
* Organize and conduct audits of integrated management system (QSE);
* Ensure training and staff awareness of the issues (QSE);
* Prepare and organize les revues de direction ;
* Report to the direction of the proper functioning of the integrated management system (QSE), possible deviations and opportunities for improvement;
* Identify training needs in collaboration with the pilot process;
* Document control, quality environment and health records and safety at work and archiving of documents;
* Organize and participate in meetings related to integrated system (QSE);
* Is the opposite of the authorities and organizations in materials of (QSE);
* Ensure the analysis of environmental incidents and the actual and potential emergency situations;
* Ensure environmental protection and energy economy;
* Managing risks in terms of health and safety at work and prevention of accidents and incidents;
* Ensure continuous improvement of our integrated management system (QSE).

**From 01/08/2005 to 30/09/2014: Quality Management Manager and Internal Auditor, CEM-Tunisia**

* Establishment of a management system quality ISO 9001: 2000;
* Prepare and organize the management reviews;
* Management representative;
* Follow-up of performance indicators of Various processes;
* Implement the necessary actions.
* Plan internal audits according to existing processes;
* Programmed and conduct internal audits;
* Establish audit reports and identify non-compliance;
* Participate in the implementation of corrective actions.

**From 22/07/2003 to 30/07/2005: Responsible Purchasing and Stock Management, CEM-Tunisia**

* Receive the needs of the company's services;
* View and select the suppliers;
* Negotiate better trade conditions through the study offers and the establishment of contracts (Price, delivery time, payment terms ...);
* Monitor commands until delivery at the agreed place, expressed in quantity and quality defined in the specification;
* Evaluate suppliers and service providers;
* Evaluate performance indicators and identify opportunities for improvement.
* Monitoring of movements in and out of stock;
* Maintained the quantities available in stock (Article management sheets);
* Reception and control articles;
* Deliveries of production;
* Management of the returns and of the non-compliance;
* Make the physical inventory.

**TRAININGS COMPLIMENTAIRES:**

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| **13-14 November 2003 :** | Training on Internal Audit Practice (CEM-Tunisia) |
| **04-05-06 May 2006 :** | Training on the Practice Internal Audit Quality (CEM-Tunisia) |
| **17-18 November 2014 :** | Training on the Security, Fire and Emergency Situation (TTF) |
| **19-20-21 November 2014  :** | Training on Lean Manufacturing Practice (TTF) |
| **24-25-26 November 2014  :** | Training on the Requirements Management System (SST)  according to Reference OHSAS 18001 (TTF) |
| **15-16 December 2014  :** | Training Problem Solving Methods (TTF) |
| **24-25-26 December 2014  :** | Training on The Environmental Management System according to the ISO 14001 standard (TTF) |
| **27January, 2015 :** | Training on Safe Management of PCBs (ANGED) |
| **26-27 February 2015 :** | Training on First Aid and Emergency Situations (TTF) |
| **07 March 2015  :** | Training Approach Preparation Process ISO 9001: 2015 (Moufid) |
| **30-31 March 2015  :** | Training on Fire Safety (TTF) |
| **01 au 05 June 2015  :** | Training on Fire fighting and First Aid (Civil Protection) |
| **08-09 June 2015  :** | Training Requirements of the ISO 9001 V2015 standard (Veritas Tunisia) |
| **14-15 September 2015  :** | Training manual handling / Gestures and Postures (TTF) |
| **21-22 September 2015 :**  **17-18 February 2018 :**  **27-31 March 2018 :**  **13-14 November 2018 :** | Training Requirements of the ISO 14001 V 2015 standard (Veritas Tunisia)  Training on the Practice Internal Audit Quality ISO 9001:2015 (RICI)  Training on the Lead Auditor Quality ISO 9001:2015 (IRCA)  Training on Fire Safety (MTC) |

**AREAS OF EXPERTISE:**

**Quality (ISO 9001):**

- Quality Improvement Tools

- Perform Internal Quality Audits according to the requirements of the ISO 9001 version 2015

- Implementation of a quality management system according to ISO 9001 version 2015

**Environment (ISO 14001):**

- Perform internal audits according to the requirements of the ISO 14001 version 2015

- Implementation of an environmental management system according to ISO 14001 version 2015

**Health and Safety at Work (ISO 45001):**

- Perform internal health and safety audits according to the requirements of ISO 45001 v 2018

 - Implementation of a system management health and safety at work according to ISO 45001/2018

**COMPUTER KNOWLEDGE:**

**Word, Excel, Internet, GPAO, GMAO, ERP**

**LANGUAGES:**

**Arabic: Writing and Speaking**

**French: Writing and Speaking**

**English: Writing and Speaking**

**MISCELLANEOUS:**

**Driver's license**

**Practice sports**