

RESUME OF/MUHYI AL-ATEFI

Personal data: -

Full Name: Muhyi Mesfer Atef Al-Atefi

Nationality: Yemeni

Date of Birth: 07/04/1978

Marital Status: Married

Years of Experience: 15

OBJECTIVE: -

A challenging position in a growth-oriented company that seeks an ambitious and career conscious person, where acquired experience. Skills and education will be utilized toward diverse job responsibilities, continued growth and advancement.

EDUCATION: -

Degree: Diploma in computer science

College: Alalamyah institute for computer tech

Location: Dammam

Degree: Diploma in Accounting and financial

College: City& guilds university

Location: Kingdom of Bahrain

Degree: NEBOSH international general certificate

College: EITC Training Center

Location: Dammam

SKILLS: -

Work individually or in groups and take responsibility. Meet deadlines of tasks. Self-Development Creative Solutions seeker, work improver. Patient and optimistic to achieve my planned goals.

FIELD SKILLS: -

- Strong knowledge of safety procedure (Saudi Aramco standards)
- Familiar with the safety requirements related to the job.
- Handled highly hazardous chemical products carefully and successfully.
- Implemented safety measures & effective strategies to reduce risks and hence improved safety.

- Maintained all safety procedures and norms efficiently.
- Assigned the tasks of preparing reports as well as marketing fire safety inspections.
- Participate in formal audits and conducted research on major issues related with fire.

EXPERIENCE: -

Taif ALqahtani Establishment from 1st of January 2018 till now

Working assignment

- 1- Working as safety officer
- 2- Computer technician

Al QARYAN group from 8th September 2014 to 2017:

Working Assignment

- 1- Working as a safety officer and safety supervisor
- 2- Yard metals supervisor
- 3- Work permit receiver for SABIC site
- 4- Dismantling Project supervisor

AHSTCO from April 2012 to August 2014

From April 2012 to August 2014:

Working Assignment

- 1- working as a safety trainer to trained the employees and development
- 2- work permit receiver as ARAMCO requirement
- 3- valve technician to add more skills to my career
- 4- HIP and JSA inspection

Diversified Line for Petroleum Services (DLPS)Aramco sites

From March 2006 to March 2012

Work Assignments:

From March 2006 to March 2012: Disposition of Existing Facilities Project

Assigned Duties: Safety advising.

- Working in Khurais for dismantling and demolishing all the old GOSPs at Khurais site.
- Maintained all safety procedures and norms efficiently.
- Wide experience in the field of managing safety aspects in Petroleum & Gas oil areas.
- Implemented safety measures & effective strategies to reduce risks and hence improved safety.
- Handled highly hazardous chemical products carefully and successfully.
- Supervise/ monitor man-power to complete the tasks in efficient safe and timely.
- Administered the contractors in full time basis on both Safety and Productivity.
- In-Charge (preparing work to be done safely).
- Monitor and implement the Safety Program and Progress Productivity, includes supervising, monitoring and coordinate contractor's safety at high level of standard on fulltime basis for the

entire disposition activities at Khurais, Abu-Jifan, Al-Qirdi and Masalij. Directly supervise, provide assistance and support the manpower's.

- Administered the manpower's in full time basis on Safety and Productivity In-Charge (preparing work to be done safely).

Work Assignments

In addition to my basic practical (project In-charge)

As a project in-charge my duties is to supervise and coordinate all project activities in the installation and commissioning works allocate usage of all materials in the area. Liaise and coordinate with local sub-contractors, labor contractors and materials suppliers and ensure that works are accomplished according to schedule.

I shall oversee or monitor staff and ensure efficient working and correct deployment of resources, identify on time resources required to execute project construction, ensure works are carried out efficiently, maintain safety standards required in the project, ensure that appropriate quality standard is met, ensure that installation is executed within the project budget, ensure that company policies and procedure are adhered to, monitor (BOM) Bill of materials regularly and update required

RHM co. - Abqaiq

From October, 2005 up to February, 2006

Work Assignments:

Assigned Duties: Safety officer

- Supervise/ monitor man-power to complete the tasks in efficient safe and timely manner.
- Maintained all safety procedures and norms efficiently.
- Wide experience in the field of managing safety aspects in Petroleum & Gas oil areas
- Implemented safety measures & effective strategies to reduce risks and hence improved safety
- Handled highly hazardous chemical products carefully and successfully.
- Strong knowledge of safety procedure (Saudi Aramco standards).
- Supervise/ monitor man-power to complete the tasks in efficient safe and timely.
- Motivating the contractors to provide the required equipment's and tools for safe and high concept of working attitude to complete the entire demolition projects in time.

Silicon co. - Dammam

From June, 2005 up to September, 2005

Work Assignments:

Assigned Duties: Safety officer

- Maintained all safety procedures and norms efficiently.
- Wide experience in the field of managing safety aspects in Petroleum & Gas oil areas.
- Implemented safety measures & effective strategies to reduce risks and hence improved safety.

- Strong knowledge of safety procedure (Saudi Aramco standards)
- Handled highly hazardous chemical products carefully and successfully.
- Supervise/ monitor man-power to complete the tasks in efficient safe and timely manner.
- Planning daily construction activities.

Training Courses

- **NEBOSH** International General Certificate in Occupational Health and Safety IGC1, IGC2 at Green World Safety& security Consultation LLC
- **IOSH** managing safety at Green world safety& security consultation LCC
- **OSHA 30 hours'** construction industry – NASP, US
- Process safety management in Oil and Gas (upstream, downstream)
- First Aid and **CPR / AED** issued by American Academy of Orthopedic Surgeons.
- Certificate of attendance for **Safety & Health Inspection & Auditing Techniques** from Advanced OSH Training Center - Al-Khobar, Kingdom of Saudi Arabia.
- Training Course of **Advanced Safety Management System for Managers** from Advanced OSH Training Center - Al-Khobar, Kingdom of Saudi Arabia.
- Training Course of **Safety Officer Training Program** from Advanced OSH Training Center - Al-Khobar, Kingdom of Saudi Arabia.
- Certificate of attendance for **Industrial Accident & Loss Prevention Course** from Advanced OSH Training Center - Al-Khobar, Kingdom of Saudi Arabia.
- Training Course of **Advanced Safety Management System for Managers** from Advanced OSH Training Center - Al-Khobar, Kingdom of Saudi Arabia.
- Work Permit Receiver Certificate issued by Saudi Aramco for Confined Space entry, hot and cold works, it is authorized to receive work permit from the proponent/ issuer.
- Training Course of **Book-Keeping and Accounts** from Tylos Human development on Oct 2010 – Kingdom of Bahrain.
- Training of **Level 2 Principal of Customer Service** from City & Guilds of London Institute – Kingdom of Bahrain.
- Training Course of **Career Development** from Tylos Human development on Oct 2010 – Kingdom of Bahrain.
- Training Course of **Business Finance** from Tylos Human development on Oct 2010 – Kingdom of Bahrain.

LANGUAGES:

- 1- Arabic mother language
- 2- English speaking, reading and writing

HOBBIES: -

Reading technical magazines, running sport, Swimming and using computer.

PERMANENT ADDRESS

Eastern Province

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