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| **Mohammed Jaffar**  Senior Quality Manager     |  | | --- | | **Contact** |     Address  Sharjah UAE  Phone  +971504629551  E-mail  mohammed.jaffar@outlook.com     |  | | --- | | **Skills** |     Familiarity with quality standards  Problem-solving abilities  Budget preparation  Statistical analysis skills  Knowledge of quality systems  Staff training and development  Quality control tests  Operational budget forecasting  Policy reinforcement  Organization and Time Management  Dependable and Responsible  Written Communication  Bid Proposal support | Diligent Quality Manager with 29+ years diversified experience in the energy and gas industry as a Quality professional having driven major projects valued >USD 2100M for leading blue firms such as Shell, BP, Tatweer, Aramco etc. A reputation for maintaining the highest production, quality control and safety records. Capable of effectively combining extensive technical knowledge with practical skills for managing business relationships at all levels, including contractors, vendors, sub-contractors, and sub-vendors. Guarantee compliance with quality requirements for procurement, fabrication, construction, pre-commissioning, and commissioning. Skillful in protecting workers and the community in the most cost-effective manner     |  | | --- | | **Work History** |      |  |  |  |  | | --- | --- | --- | --- | |  | 2013-09 - Current |  | **Senior Quality Manager**  *Petrofac Asset Solutions*   * Ensure projects/contracts apply Quality Assurance /Quality Control strategy in a structured and consistent manner * Develops the Quality Management System within division that shall cover both the project execution processes as well as the verification of the delivered product * Provides leadership to the Project Quality Management efforts and execute the implementation of Quality Assurance and Inspection strategies for projects * Provide Quality Management expertise for detail design, procurement, construction, commissioning, installation, start-up, and handover to the assets * Coordinated overall execution of audit works to ensure that integrity/Quality Management System activities for all phases of client's open projects are conducted as per company's established systems and policies and identified corrective actions are Implemented * Ensure quality requirements are captured in the ITT documents, PEP and PQP and assure that the Project scope is conducted in accordance with approved and adequate Quality and integrity Management Systems, specifications and codes and standards * Direct Project Managers to develop Project Goals and Objectives and KPI in line with divisional requirements and monitor their implementation and performance trends * Lead responsibility for the application of the Project Lessons Learned, Quality Alerts and Bench marking activities * Develops and/or improve open quality assurance systems and standards to be applied in the project * Facilitate & lead investigations in relation to project activity failures or quality issues * Ensures Quality risks related are Identified and mitigation plans are established and managed * Approve contract Quality Management Plans, Inspection verification Strategy and Assurance Strategies in conjunction with Project Manager, attends meetings concerning project Quality Management matters as appropriate * Direct Project Quality Managers to ensure Quality Control Plans Inspection Test Plans are in place for all suppliers and sub-contractors * Implement and manage continual improvement process, including process of management system review * Review and evaluate the quality assurance aspects of the tender documents with respect to scope of work, standards, and quality assurance criteria * Lead and support the processes to be put in place to manage certification and verification to National & International standard / client requirements * Participate in the identification of critical equipment's through the implementation of formal critical and risk assessment processes and development of the associated quality plans to manage the identified risks |  |  |  |  |  | | --- | --- | --- | --- | |  | 2010-01 - 2013-09 |  | **Corporate Quality Manager**  *Petrofac International Ltd*   * Lead initiatives for continuous improvements by developing standards, incorporating lessons learnt & best practices in the quality system, and organizing training programs & audits * Support projects & proposals in identifying project specific quality requirements * Establish comprehensive cost-effective project quality system defining resources, project quality plans, procedures & audit schedules * Guide project QA/QC managers in fulfilling project quality assurance requirements – quality planning, documenting plans & procedures, training & implementation, surveillance & audits, monitoring quality trends, corrective & preventive action planning and reviews & reports * Collate best practices and lessons learnt from completed and ongoing projects and update corporate quality system documents * Track available commercial quality tools & techniques and systems & procedures of clients & competitors and evaluate suitability for adoption as best practices * Prepare model Project Quality Plans and component documents capable of being customized to meet major client requirements * Lead the assessment of supplier/subcontractor quality systems at the pre-qualification stage * Develop comprehensive monitoring system to identify & mitigate quality related risks * Provide QA support during project execution * Review reports and intervene to correct deviations from approved quality management systems * Monitor quality aspects of project execution including subcontractor/vendor performance and provide feedback to management * Manage programs to eliminate errors & other deficiencies in project planning & management * Interpret multi-discipline engineering & quality requirements and extend required technical support * Assure corporate QA support for establishing project quality plans & procedures, improvements in quality processes, training, and internal and external quality audits * Mentor & develop the QA team to the highest professional & performance standards through appropriate training & certification * Manage team performance through evaluation & rating, career growth planning, salary & compensation recommendations, terminations & hiring * Build and sustain professional relations with other departments – Project Management, Quality Control, Procurement, Engineering, HR, Administration, site & project management teams and representatives of clients, vendors & subcontractors. |  |  |  |  |  | | --- | --- | --- | --- | |  | 2006-07 - 2009-12 |  | **Corporate HSEQ Advisor**  *Petrofac Facilities Management International*   * Spearheading HSEQ Management System and its arrangements to Clients and subcontractors * Conducting audits, reviews, active monitoring, and incident investigations * Organizing Client and Asset health, safety, and environmental meetings * Preparing reports and statistics for Asset and Clients * Monitoring development and implementation of Asset HSEQ objectives & targets * An active member of the HSEQ Team, sharing activities and supporting other HSEQ Team members * Managing Asset HSEQ budget & participating in Emergency Response Team duty rotas * Managing HSEQ processes * This includes providing on-going HSE support such as auditing, exposure monitoring, policy/procedure, and training development etc. * Offering expertise on HSEQ Management, administration, and consulting * Implement the location HSE safety strategy and coordinate implementation of company HSE policies, Safety Management System, and project specific Safety Management Plans as they apply to the locations * Ensure the location complies with the relevant Occupational and Safety Legislation and the respective client's safety requirements * Assist the Regional HSE Manager with the implementation of the Regional HSE strategy and Ensure safety accountabilities are identified, implemented, monitored and continuous improvement processes adopted * Develop and maintain Statistical data and location reports * Prepare reports as required for the HSE Manager * Help review company Safety Management System and advise of required changes * Pro-actively do site visits and implement safety measures-promote safe work practices * Ensure quality Advanced Safety Auditing is implemented and maintained on each site and ensure follow up on findings * Identify & manage hazards & potential incidents; Assist project management personnel in identifying hazards and in planning and organizing the job such that a safe working environment is maintained * Advise Safety advisors and site management in the development and revision of specific site safety programs. |  |  |  |  |  | | --- | --- | --- | --- | |  | 2002-06 - 2006-06 |  | **Quality Manager**  *KFB Group*   * Management Systems * Providing leadership on quality and continuous improvement in Engineering Function/Disciplines * Responsible for standardization of engineering documents and ensuring the effective implementation on projects * Co-ordinate with Engineering discipline and functional Management, Interface functional management * (Procurement, Completions, Field, and Construction) for documenting, reviewing and releasing engineering quality documents including respective Design Manuals complying with QMS policies and procedures * Enhance engineering quality system implementation through training * Prepare engineering quality training plan and implement * Conduct Engineering Quality Induction explaining engineering quality system to the new recruits on a timely manner * Conduct specific workshops / training sessions to cover all key procedures * Monitor implementation of engineering Quality system through systematic quality reviews * Follow up with actions resulting from these reviews * Monitor engineering quality related KPIs like Document preparation status, Engineering Error, Project * CARs/NCRs, Implementation of Lessons Learned, Client Feedback and report * Developing, implementing, and getting successful certification of ISO 9001:2000 * New Product Development & Designing * Handling Contract quality and technical requirements & solving quality problems * Preparing & maintaining Supplier's Contract Quality Plan & Contract quality records * Monitoring Sub-Contractor's Quality Systems and quality performance. |  |  |  |  |  | | --- | --- | --- | --- | |  | 1992-08 - 2002-04 |  | **Assistant Quality Manager**  *Molex India Limited*   * Pivotal in mentoring subordinates about delegated responsibility & new employees on quality skills, job performance, development, and maintenance of good team collaboration * Distinguished efforts towards reducing inspection & inventory pile up through effective development of suppliers * Organised Quality Awareness training programs for new employees * Efficiently formulated system to improve performance efficiency of the Quality Management System, which helped in accreditation of Numerous Quality Management System & Customer, specified Quality Requirements * Successfully implemented 8D-TOPS problem solving tool * Prepared documentation for Quality Management Systems, formulated organization mission & vision statements & Quality Policy * Implemented Quality Control Techniques like SPC, SQC, R & R and Mechanical Measuring Instruments Calibration * Analysed weekly & monthly trend with shop floor in charge’s to arrest many quality concerns * Implemented TQM Philosophy across the organisation by deriving Key Objectives and Performance Indicators for the Organisation * Facilitated group discussion during meetings of manufacturing & operations review * Accredited with the following awards: * Best Performer Award and sent to Molex Malaysia Plant as part of Employee Exchange Program in Nov'00 * Best Employee for Molex India Limited in 1995, 1996, 1997 & 2001 * Commendation Certificate for outstanding contribution in improving Quality Management Systems * Stock Options Shares for contributing towards Molex Quality & Productivity Improvements * Several Appreciations for building committed Quality Assurance Team & excellent coordination with all the departments to achieve set goals |      |  | | --- | | **Education** |      |  |  |  |  | | --- | --- | --- | --- | |  | 1992-01 |  | **Diploma: Mechanical Engineering**  *Bangalore University -* Bangalore |  |  |  |  |  | | --- | --- | --- | --- | |  |  |  |  |      |  | | --- | | **Certifications** |      |  |  |  |  | | --- | --- | --- | --- | |  |  |  | IRCA Certified Lead Auditor ISO 9000:2008, IRCA UK |  |  |  |  |  | | --- | --- | --- | --- | |  |  |  | IRCA Certified Lead Auditor EMS 14001:2004, IRCA UK |  |  |  |  |  | | --- | --- | --- | --- | |  |  |  | IRCA Certified Lead Auditor OHSAS 18001:2007, IRCA UK |  |  |  |  |  | | --- | --- | --- | --- | |  |  |  | Certified Manager of Quality (Organisational Excellence) - ASQ | |

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