CURRICULUM VITAE



**Post Applying For- Tool-Pusher @ (Work-Over 750HP)**

Family Name & First Name:- **Ranjan Kumer Neog**
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Religion- Hindu
Marital Status- Married
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Expire Date- 22/05/2026

I’m working there as a Tool-Pusher and i did my very honestly and carefully all jobs.

Objective:

I have more than 16 years’ experience of each post oil mines drilling & work over in the all related operation. I have good knowledge and through understanding of work over principal. I’m professional and can lead team or work as a member through my experience.

To work in a challenging growth oriented position in a progressive Institute where I can enhance my skills by utilizing it effectively in conjunction with goals and objectives of the Institute. With my hardworking skills I can be a valuable asset to the Institute.

**Job Summary as Tool-Pusher:**

* Provide technical leadership for the maintenance personnel in country of operation.
* The Company's policies, standards and management system are adequate for the safe, reliable and efficient operation of all equipment’s.
* The Company's maintenance personnel are sufficiently skilled and competent to maintain the company's equipment safely
* The Company's maintenance related policies, standards and procedures are complied with at all times.
* Monitors power plant operations in the event of an emergency.
* Conduct operations in safe manner according to company policies and procedures.
* Plays an active part in QHSE meetings, toolbox meetings, the TQM program and all other company safety management system.
* Is proficient in STOP for supervisors and uses its techniques .promotes the use of STOP for employees to the personnel under his supervision.

**Academic Profile:**

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| **SL. No** | **EXAMINATION PASSED** | **YEAR OF PASSING** | **BOARD/INTITUTION** | **MARK** |
| 1. | INTERMEDIATE (H.S.L.C.) | 1995 | BOARD OF SECONDARY EDUCATION, ASSAM |  58% |
| 2. | HIGHER SECONDARY.  | 1997 | ASSAM HIGHER SECONDARY EDUCATION CONCIL, ASSAM |  51% |
| 3. | 3 YEARS DIPLOMA IN [ELECTRONICS AND TELECOMMUNICATION ENGINEER.](https://www.google.co.in/url?sa=t&rct=j&q=&esrc=s&source=web&cd=15&ved=0ahUKEwj8xL6w2Z3VAhVDMI8KHZQhCuYQFghmMA4&url=http%3A%2F%2Fwww.myklassroom.com%2FEngineering-branches%2F77%2FELECTRONICS-AND-TELECOMMUNICATION-ENGG.&usg=AFQjCNG-YwCBGtAjVNaNgmVH6uCLxAKGyQ&cad=rja) | 2001 | STATE COUNCIL OF TECHNICAL EDUCANTION, ASSAM | First Class 74% |

**The following are the main responsibilities of the Tool-Pusher**

* Responsible for implementation of the Preventive Maintenance System and all aspects of maintenance of Mechanical & Electrical equipment on work over hoist as recommended by manufacturers, stipulated in drilling contracts and documented in COMPANY Quality Management System and Safety Management System procedures and instructions.
* Responsible for Carrying out scheduled audits on all rigs/hoist to ensure that Preventive Maintenance is carried out in accordance with the system used in COMPANY
* Provide feedback to Drilling Superintendent for updating/modifying the Preventive Maintenance System.
* Assist and provide technical support to Drilling Superintendents and Materials Department on the supply of parts for equipment and to carry out technical inspection of spare parts received from suppliers.

**Essential Responsibility:**

1. Monitor measure and analyze the operational performance of the Company's equipment.

2 .Review and participate in the investigation of safety incidents. Assist as necessary in the Implementation of remedial measures.

3. Develop and implement appropriate technical standards within the Company's management System.

4. Assist in the development of training and competency programmers for the Company's maintenance personnel. If available there.

5. Conduct regular performance evaluations of direct reports drilling manager and planning manage.

**QHSE Responsibilities:**

1. Conducts Maintenance in a safe manner according to COMPANY Maintenance Policies and Procedures.
2. Plays an active part in QHSE, TQM programs and all other company safety Management systems.
3. Is proficient in STOP for supervisors and uses its techniques. Promotes the use of STOP for employees to the personnel under his supervision.
4. Pays particular attention to the maintenance of all mechanical and hydraulic safety related equipment.
5. Ensures that Maintenance Personnel is trained in all aspect of COMPANY QMS and HSE MS.

**Responsibilities:-**

1. Plan and schedule, in close co-operation with relevant client departments and the tool pusher, the supply and delivery of materials needed for the day to day operation of the hoist, including down hole and surface well equipments, spare parts, expendable materials, fuel, oil etc.
2. Supervise sub-contractor operations within the company area of responsibility
3. Assist the tool pusher in solving operational problems and assist maintenance personnel by supplying additional information or advice on repair/replacement of equipment in a cost effective manner.
4. Responsible for different fabrication jobs.
5. Responsible for Rig improvements.
6. Perform and interpret calculations.
7. Coordinating of drilling crew.
8. Supervising all important operations for drilling/Work over wells.
9. Manage and organize drilling crew in order to complete the drilling programs in accordance with quality procedures and maximum safety care.
10. Connection between drilling rig and drilling supervisors.
11. Applied the necessary drilling regime in order to obtain the best rate of penetration.
12. Casing and cementing technical assistance.
13. Cementing single and multiple stages.
14. Blow out prevention responsible, BOP pressure tests.
15. Directional drilling.
16. Coring, logging, well completion.

**Training requirements:**

Basic fire extinguisher.

Management training.

Safe track.

H2S awareness and escape.

SOP, MOS, Problem solving tools (PDCA cycle, 5-why, Six-sigma, fishbone diagram etc.)

Professional Certification:

IADC well cap: Work over (Supervisory level)

ID No-AKSPN1633J

Validity: valid till 09/05/2018

MVT & Fire Fighting, Provider: Oil India Limited.

TBT, JSA, JSP, H2S, Droop Observe etc. provider of Oil & Gas Commission.

**Rolls and duties in applied job:**

1. Assist in the drafting and implementation of the company safety program and the adaptation of generic safe work procedures to hoist specific safe work procedures (as required), and ensure that the program and safe work procedures are carried out.
2. Assist the Tool Pusher in the training of personnel according to safe work practices, correct operational procedures, and the care and maintenance of hoist equipment.
3. Review all client well programs and make suggestions to optimize/enhance same with regard to equipment, Work Over procedures, or utilization of personnel.
4. Implement client well programs after they have been formally reviewed and approved.
5. Plan and schedule, in close co-operation with relevant client departments and the tool pusher, the supply and delivery of materials needed for the day to day operation of the hoist, including down hole and surface well equipment’s, spare parts, expendable materials, fuel, oil etc.
6. Supervise sub-contractor operations within the company area of responsibility
7. Assist the tool pusher in solving operational problems and assist maintenance personnel by supplying additional information or advice on repair/replacement of equipment in a cost effective manner.
8. Ensure that all equipment certification is kept up to date and that all certification is filled in a manner that allows easy access including maintenance and inspection records for vehicles, camp and any other equipment assigned to his hoist.
9. Compile and record information on hoist equipment, hoist performance, and hoist failures. This information is to be kept in an auditable state and will be used to gauge equipment shortfalls, improve equipment maintenance practices, and improve the economics of hoist operations.
10. Ensure work done by Rig Administrators is accurate and company standard before filing/issuing same.
11. Liaise with catering management to oversee and maintain all applicable HSE items involving the WPH accommodation and messing facilities.

**A Brief overview of working experience:**

**Duties and Responsibilities:**

* Work on floor man during tripping and respect exactly the safety regulations.
* Centre drill pipe stands and casing for running in hole.
* Handle drill pipe stands during POOH and put them into set back.
* Make fill line before POOH and operate all valves at BOP manifold as required.
* Collect mud samples necessary for lab analysis, in absence of madman.
* Help in drilling fluid treatment.
* Measure mud level from tanks and warning about any increase / decrease or gasification.
* Operation on various pipes handling equipment while making pipe connections, tripping, testing etc.
* During periods when the drill string is on bottom drilling, assists in preparing additional drill pipe, collars or special tools to be run into the hole.
* Also at this time, rig floor equipment is examined and serviced. Tools, equipment and supplies are obtained and made ready for the next phase of the operation.
* Prior to completing the well, the drilling crew is responsible for retrieving the drill steam and BOP equipment such that the well can be plugged and abandoned or completed.
* All equipment is to be returned to its proper storage location and made ready for us again or replaced if damaged etc.

**North East Drilling & Work over Services Pvt. Ltd (Night Tool-Pusher)**

**Duties and Responsibilities:**

I’m responsible for all work over operation and in charge of keeping the rig in all necessary tools, equipment, and supplies. I have to work closely in conjunction with the representative of the operating/exploration company (company man) in regard to the actual job plant of the well. Also, I have to do paperwork related to the rig crew regarding payroll, benefits, and related matters. I’m responsible for coordinating services with third party companies related to the hoist of the well.

•Ensure the safety of all employees in the rig.
• Handle all issues arising due to circumstances.
•Provide safety training to all personnel.
•Maintain the quality of the product and uphold the standards.
•Able to co-ordinate with supplies department and transportation department to monitor the movement of materials.
•Maintain an inventory and must keep a record of all purchases and sales of materials.
•Conduct prep works before setting up rig.
•Manage setting up & taking down of the rigs.
•Adherence to ecological & other government policies and laws.
•Adhere to the safety practices.
•Manage daily drilling activities.

* Assist in connecting/ disconnecting BOP
Prepare all drill string equipment for subsequent operations.
Safely perform all duties during work over and completion operation.
Responsible for measuring and recording all BHA component.
Calculate ton-miles on casing line
Maintain an organized drilling equipment store.
* Align pipes and secure its foundation and connection to the other pipes.
* Monitors and maintains all pumps and drilling mud systems and mix mud chemicals, cements and additives.
* Read gauges to monitor pressure, density, rate and concentration and adjust pumping procedure as required.
* Calculate the dense and volumes of mud & recording mud density and volumes.
* Monitors trip tank as required by the operation and advises Driller of unforeseen changes in level. Assists on rig floor as required.
* **Duties and Responsibilities:**
* Monitor the supply of drill bits, cores lifters, consumables etc [e.g. core trays, drill mud, chemicals] on the rig and in good condition. Inform driller of any shortages.
* Keep all tools clean and in good condition [e.g. Tongs jaws sharpened or replaced].
* Carry out basic maintenance on equipment as required.
* Inform driller of missing or damaged equipment.
* Monitor fuel level in bulk tank.
* Work unsupervised and be co-operative with the clients’ representatives and conform to the clients and J&S Drilling safety policies.
* Carry out any requests by the driller, quickly, efficiently and professionally.
* Prior to completing the well, the drilling crew is responsible for retrieving the drill steam and BOP equipment such that the well can be plugged and abandoned or completed. All equipment is to be returned to its proper storage location and made ready for us again or replaced if damaged.

**Duties and Responsibilities:**

**North East Drilling & Work over Services Pvt. Ltd, (Tool-Pusher)**

Supervise the crew that perform different tasks on the oil rig according to the regulations of the oil company, I have to make sure that the work of the crew follows all company policies as well as enforcing rules regarding safety and PPE requirements. I must constantly verify the equipment. Most importantly, I’m responsible for the equipment and the safety of my crew members during all operations.

1. Monitoring & controlling maintenance activities, maintaining safety standers, improving well performance.
2. Planning & procurement of materials & spares for well maintenance as per requirement.
3. Arrange and manage manpower required for daily maintaining well completion activities.
4. Preparing & maintaining safety & maintenance related documents as per quality system requirement of Clint.
5. Accountable for execution of project as per planning and completion writhing targeted period.
6. Proven track record for handling a term of 20 members including driller, assistant driller, maintenance in charge, electric in charge, and technicians.
7. Responsible for organizing management review meeting, maintaining process data including action plan.
8. To conduct regular fire and BOP drills for safe and smooth operation.
9. Supervise the execution of well completion and work over operations including troubleshooting on the activities and ensure the required resources are available for well operations activities.
10. Perform matrix acidizing operations to limestone formations. During matrix acidizing operations decide at site for pressure and flow rates and perform job safely.
11. Plugging current zone by bridge plug or cementing the zone.
12. Cement Drilling (CDR) for new perforation in zone by technics of Logging Perforation, Hydro facture, Radial Drilling.
13. During re-entry operations perform well control operations.
14. Maintenance of sucker rod pumps. RIH with sucker rod string.
15. Maintenance of PCP pumps, RIH-POOH with PCP string, drive head installation.
16. Maintenance and installation of artificial lifting system Gas Lifting (GLV).
17. Cased hole fishing operation which occurs during maintenance or completion operations, Able to use common fishing tools.
18. Used several types of perforating techniques like WIRELINE, TCP perforation.

**Duties and Responsibilities:**

* Plans and schedules all work over activity.
* Directs personnel towards achieving optimum job performance according to the operator's requirements.
* Ensure that the maintenance schedules for the work over department areas are up to date and documented.
* Supervise and support the Driller and his crew daily and especially during operational difficulties.
* Operate all drilling equipment as required.
* Ensure that well control requirements are in place according to operational requirements.
* Complete all necessary documentation on a daily basis.
* Ensure that pit / kick drills etc. are carried regularly and recorded.
* Relieve the Driller at the Driller's console as operational requirement demand.
* Study and sign all daily production operations programs.
* Be present at the worksite for BOP operations, the pulling of the first ten stands, and the running of the last ten stands, well control and associated problems.
* Ensure by pre-planning that all necessary equipment is ready for the next phase of the operation.
* Be familiar with the company Drilling/work over and well control manuals.

Essential Responsibility:

* Monitor measure and analyze the operational performance of the Company’s equipment.
* Review and participate in the investigation of safety incidents. Assist as necessary in the Implementation of remedial measures.
* Develop and implement appropriate technical standards within the Company’s management System.
* Assist in the development of training and competency programmers for the Company’s maintenance personnel if available there.
* Main Task and function:
* The Rig Manager supervises the drill team members on the oil rig as
well as the drilling activities and equipment. The rig manager provides leadership, safety training, as well as dispute resolution and help in solving personnel and operational issues.
* Execution of installation and disassembly of equipment during rigging up and rigging down.
* Testing and acceptance of the mechanical equipment and devices according to Instruction of company man (DSV).
* Order and prepare correct materials to be used for the repair during shutdown and convenient time to avoid lost time.
* Check and put safety devices into good operational condition such as fire.

**Safety Responsibilities:**

1. Ensure own personal safety and that of my work colleagues.
2. Understand and adhere to policies, standards and procedures relating to myself and others, the practice of which shall be considered a condition of employment/contract.
3. Report all accidents, incidents and near-misses, droop objective that could impact on safety, the environment, cause damage to assets.
4. Ensure that all hazards and risks associated with performing tasks are identified, and that steps are taken to eliminate the hazards or adequately control the risks.

**Working Experience:**

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| **NAME OF THE COMPANY** | **COUNTRY OF****LOCATION**  | **POSITION** | **PERIOD** | **RIG NO** | **TYPE OF RIG** | **CAPACITY** **OF RIG** |  |  |
| Oil & National Gas Commission. | Shivsagar,Assam/India | Floor Man | June 2001 to March 2003 | IR / Hoist - Xii 750  | Land Rig | 750HP |  |  |
| Oil & National Gas Commission. | Shivsagar,Assam/India | Derrick Man | April 2003 to November 2005  | Drillmec / Hoist -Viii | Land Rig | 1000HP |  |  |
| S[itaram Energy and Logistics Limited.](https://www.google.co.in/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&cad=rja&uact=8&ved=0ahUKEwiCkJOn1J3VAhUfSo8KHd_FAzkQFggnMAA&url=http%3A%2F%2Fsitaramenergy.com%2F&usg=AFQjCNF-5g0LLk9BIXYg9SYvTbT0MKt86g) | Durgapur, West bangel/India  | Assistant Driller | December 2005 to May 2007 | Cooper /Hoist- 11 | Land Rig | 550HP/ 1000 HP |  |  |
| S[itaram Energy and Logistics Limited.](https://www.google.co.in/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&cad=rja&uact=8&ved=0ahUKEwiCkJOn1J3VAhUfSo8KHd_FAzkQFggnMAA&url=http%3A%2F%2Fsitaramenergy.com%2F&usg=AFQjCNF-5g0LLk9BIXYg9SYvTbT0MKt86g) | Durgapur, West bangle/India | Driller/Chief In Charge  | July 2007 to October 2009 | Drillmec / Hoist -Xi | Land Rig | 750HP |  |  |
| [North Eastern Drilling And Workover Services Co Pvt Limited](https://www.google.co.in/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&cad=rja&uact=8&ved=0ahUKEwj-4uXw1Z3VAhWJqo8KHQ-aDGkQFggnMAA&url=https%3A%2F%2Fcorporatedir.com%2Fcompany%2Fnorth-eastern-drilling-and-workover-services-co-pvt-limited&usg=AFQjCNFz4mNFGcxFtrVKX4W_JkYUNpDPHA). | Mehsana & Rajamundry Project (India) | Night tool pusher. | November 2009 to December 2011 | Drillmec / Hoist –V & Vi | Land Rig | 750HP/1000HP |  |
| [North Eastern Drilling And Workover Services Co Pvt Limited](https://www.google.co.in/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&cad=rja&uact=8&ved=0ahUKEwj-4uXw1Z3VAhWJqo8KHQ-aDGkQFggnMAA&url=https%3A%2F%2Fcorporatedir.com%2Fcompany%2Fnorth-eastern-drilling-and-workover-services-co-pvt-limited&usg=AFQjCNFz4mNFGcxFtrVKX4W_JkYUNpDPHA). | Mehsana & Rajamundry Project (India) | Tool Pusher/Rig Manager  | January 2012 to till date | Drillmec / Hoist –V & Vi | Land Rig | 750HP & 1000HP |  |

**Computer Skill:**

Microsoft Office

DTP

Adobe Photoshop

Working with Internet

**Linguistic Capabilities:**

English

Hindi

Assamese

**Personal Skill:**

The Ability to Work in Team.

Self-Confident.

Hard work.

Willing to take on extra responsibilities to get work done.

Flexible and adaptable.

Helping nature.

**Reference:**

**Mr.Jagatsinh Rathod**

Email: - jagatrathod1828@gmail.com

Contact No: - +918980937457+96893528081

Rig Manager - MB Petroleum Services LLC.

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**Basant R Agrawal**

Managing Director

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 **Declaration:**

 I, hereby declare that the above mentioned information is correct up to my knowledge and I bear. The responsibility for the correctness of the above mentioned particular.

THANKING YOU.

**With Regards**

**Ranjan Kumar Neog**

**25/08/2017**

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