

Curriculum Vitae (CV)

Objective:

Dear Mrs or Mr. I would like to work and get more life experience and offer my best such as skills that I have. I completed a placement in Schlumberger oil Service Company last summer, which I found it very useful. However, after graduation I want to gain further experience in Oil company so that I am fully prepared for Petroleum career and industry.

I have enclosed my CV which I hope will be of interest to you. I look forward to hearing from you in the near future if you feel you are able to offer me a placement.

Yours sincerely.

Personal information:

Name: Bashar Saadi Muhammad

Date of Birth: January / 1 / 1992

Nationality: Iraqi-Kurdish

Gender: Male-single

Address: Khabat ,Hawler , Iraq

Social status: Easy-going, adaptable and fast learn

Education: *Natural resource engineering and management*

Petroleum Engineering.

The main Courses taken during 4 years:

Advanced drilling engineering	Natural Gas	petroleum geology	<i>Well testing</i>	<i>static</i>
Production Engineering	Well logging	Thermodynamic	<i>Economic</i>	<i>Petroleum Technical English</i>
Petroleum Refinery	subsurface exploration	Fluid mechanic	<i>statistic</i>	<i>Math lab</i>
Application petroleum reservoir Eng.	Enhance oil recovery	petroleum geology	<i>dynamic</i>	<i>HSE</i>

Contact information:

Cell Phone No.: +964 (0) 750 492 37 88

+964(0)750 880 6181

Email Addresses: Basharkurdish46@gmail.com

Languages Skill:

Language(s)	Reading	Writing	Speaking
Kurdish (mother tongue)	Native	Native	Native
Arabic	Fluent	Fluent	Fluent
English	Very Good	Very Good	Very Good

Jobs and Experience:

- 1) I have worked as an interpreter and private driver of the technical advisor in FSD (Swiss Foundation for Mine Action) which is include to NGO.
- 2) I have been trained at Schlumberger oil Service Company (drilling, wire line, well test) and excellent knowledge of oil and gas equipments.
- 3) I have worked as a driver and interpreter with WIDE HOUSE GROUP.
- 4) I have worked as a driver and interpreter with ISLAND FALCON.
- 5) I have worked in Z.D.D decoration design engineering company.
- 7) I have worked as a call center & security camera and IT system in LST (life support team)
- 8) Current work is working for (People In Need) non-government organization.

General Qualification:

- ✓ I have got English certification at Cambridge University.
- ✓ Ability to speak and write clearly and convincingly.
- ✓ Excellent command of English and Kurdish and Arabic.
- ✓ Strong interpersonal and communication skills to work across departments and offices.
- ✓ Establishes, builds and maintains effective working relationships with staff and clients to facilitate the provision of support.
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- ✓ Demonstrates ability to quickly shift from one task to another to meet various support needs.

- ✓ Able to interact with personnel and maintain effective relations in a multi-cultural, multi-ethnic environment.
- ✓ Ability to understand and follow oral and written instructions.
- ✓ I have good verbal communication skills and able to effectively communicate with staff, management, customers, donors and vendors, partners. Being multi-lingual. Carry out special tasks as directed by the Production Manager.
- ✓ Completes log sheets and maintain a daily log of all events occurring in the assigned area.
- ✓ Gives and receives a verbal handover at the start and end of shift.
- ✓ Identifies abnormalities in process parameters & report and make corrective action.
- ✓ Ensures safe isolation/ purging of equipment as per procedure.
- ✓ Participate in Competency Assessment process.
- ✓ Monitors all aspects of the plant and report any deviations from normal practice.
- ✓ Continues to develop own professional expertise through optimizing on-the-job training and experiential opportunities.
- ✓ Alertness and attention to details.
- ✓ Analytical thinking.
- ✓ Commitment to continuous learning
- ✓ Ability to demonstrate honesty, integrity and confidentiality.
- ✓ Able to perform each essential duty satisfactorily.
- ✓ Reliable and able to maintain productive working relationships.
- ✓ Arrange transportation and accommodation for local production personnel.
- ✓ Plans coordinates and organizes workload while remaining aware of changing priorities and competing deadlines.
- ✓ Ability to organize and complete multiple tasks by establishing priorities.
- ✓ Ability to perform a variety of repetitive and routine tasks and duties.
- ✓ Ability to maintain highest level of confidentiality regarding work-related information and data.
- ✓ Well-developed organizational and planning skills.
- ✓ An active listener and contributor, working to create a strong team share ideas and learn.
- ✓ Ability to think creatively, proactive and independent working style.
- ✓ Ability to work overtime if required.
- ✓ Ability to work unsupervised.
- ✓ Wear a seatbelt at all times.
- ✓ Ensure that passengers are wearing their seatbelts.
- ✓ Punctual and reliable.
- ✓ Cover the colleague/driver who is on leave.

Contribute to the Health and Safety of the Working Environment :

Work area within your own responsibility is kept clean and free of hazards

- *In coordination with the Production Operator, ensure that all work in area of responsibility is carried out in strict compliance with permit-to-work systems.*
- *Positive action is taken to stop hazards and unsafe behaviors.*
- *All potential and actual incidents are reported to the relevant supervisor.*
- *Develop competence during Emergency Response Drills and training exercises.*
- *Ensures compliance with Permit to Work and HSE Regulations and Procedures.*

Oil and gas qualification :

- Basic knowledge of Oil & Gas production, process and utilities systems, operations and wells.
- Experience of working in a High H₂S oil & gas facility is desirable.
- Personal: Exemplary awareness of safety issues. Conscientious, flexible, versatile and determined.
- Ability to maintain highest level of confidentiality regarding work-related information and data.
- An active listener and contributor, working to create a strong team share ideas and learn.
- Starts-up and shutdowns plant and equipment by following procedures and under instruction from the Lead Operator, Plant Supervisor or Control Room Operator.
- Monitors all aspects of the plant and report any deviations from normal practice.
- Cleans, maintains, and carry out first line maintenance, using hand tools, or request that repair and maintenance work be performed.
- Reports to the Plant Supervisor on all issues relating to own work.
- Maintain office stationary including field requests.
- Plans coordinates and organizes workload while remaining aware of changing priorities and competing deadlines.
- In coordination with the Production Operator, ensure that all work in area of responsibility is carried out in strict compliance with permit-to-work systems.
- Develop knowledge to provide the required support and guidance to those working in future area of responsibility on the Permit to work system, contribute to Tool Box Talks and Audits.
- Establish scope of work clearly (briefings, toolbox talks, presentations)
- Learn to plan and control use of resources effectively (personnel, time, materials, transport, IT).
- Use of communication skills shows leadership (oral, teambuilding, recording, noting, handover, analyzing).
- Develop and demonstrate own Competence on the Process facilities
- Assist the Production Operator in operational activities (routine and non-routine) and develop understanding of how to record accurately and clearly the work history.
- Develop a sound of how plant and machinery is operated to comply with best practices.
- Participates in investigations e.g. incidents, process trips, production losses, identifies root causes and ensures implementation of preventative measures.
- Work with colleagues to deliver results in line with agreed schedules and that production targets and equipment/facilities availability and performance targets are met.
- Work alongside a Production Operator to develop an understanding of the Company standards and procedures and relevant regulatory requirements.
- Assist in the application of appropriate tests and test equipment to ensure full system integrity prior to reinstatement.
- Assist the Production Operator in the completion of test runs on equipment by agreement with Maintenance Department.
- Develop an understanding of the process for the release of equipment for routine planned maintenance, controls the isolation process and the re-instatement on completion of work and in line with the Permit to Work requirements.
- Carry out regular checks on equipment operating points for process monitoring purposes, under guidance of the Production Operator.

- Develop an understanding of how to record accurate readings and record in appropriate log books, to identify any altering process parameters, complete these checks under guidance of the Production Operator.
- Assist in the prompt response to process upsets in line with approved procedures.
- Develop an understanding of the appropriate tests and diagnostic procedures and application of these to methodically resolve process issues.
- Develop an understanding of the Record keeping required to provide an accurate and full description in the appropriate document history.
- Assist in the monitoring of the controlled discharges from the facilities to the environment and develop an understanding of the required corrective action if they are out with the prescribed limits.
- Assist in the identification of and develop an understating of the actions required to halt unplanned discharges where possible.
- Develop an understanding of the requirements in place such that equipment, waste or other materials for disposal are dealt with according to the correct procedure and that worksites in area of responsibility are kept clean and tidy.

Skills:

- *Excellent understanding of oil and gas production equipment and processes.*
- *Basic knowledge of wellhead operations*
- *Experienced in safety management systems and a basic understanding of local safety management*
- *Experience with INGOs advantage.*
- *Committed to the SP values and ethics.*
- *Monitor the surveillance cameras.*
- *Well-developed organizational and planning skills.*
- *Possess sound reasoning skills and have the ability to follow directions.*
- *Excellent judgment skills and ability to resolve complex problems.*
- *Punctuality and respect for rules and procedures.*
- *Well-rounded interpersonal skills.*
- *Basic organizational and planning skills.*
- *Strong interpersonal skills.*
- *Understanding of gender, protection and human rights.*

Computer Skills:

- *Microsoft Office Applications:*
 - *Microsoft Word*
 - *Microsoft Excel*
 - *Petrel 2009 (reservoir modeling software)*
 - *basic of AutoCAD software*

References:

Name: Dr.muhammed Saher Ayub Baker

Phone number : +964 (0)750 636 05 09

Date of birth : 1940

Job : Dean Of Engineering Department

Address : Erbil-Havalan

Name: Dr.Jehan keyane abdulrahman

Phone number: +964(0)750 461 23 52

Email: Jikkey ang @yahoo.com

Date of birth: 1952

Adress: Erbil-American Village 72

Job : instructor

Name: Prof.Dr. Sabah Mohammad Jamil Ali

Email: ProSabah7447@yahoo.com

Address: Erbil-Zean City No.49