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|  | Ayman |
| 12 year Experiences in Quality Control and Assurance | |
|  | [Ayman.336302@2freemail.com](mailto:Ayman.336302@2freemail.com) |

**O B J E C T I V E S**

Seek to work in an environment that will challenge me further; while allowing me to contribute to the continued growth and success of the organization. Obtain a position that will provide me the ability to apply my experience, and interpersonal skills with accuracy and efficiency while maintaining a motivated, productive, and goal oriented environment for the entire professional team on board.

**E D U C A T I O N**

* **2 0 1 1 - 2 0 1 3 : U n i v e r s i t y o f A t l a n t a , M a s t e r B u s i n e s s A d m i n i s t r a t i o n M B A , U S A , U A E**
* **1 9 9 5 - 1998 : K i n g ’ s C o l l e g e L o n d o n , B S c . ( H o n ) Science, L o n d o n , U n i t e d K i n g d o m .**
* **2 0 0 5 - 2 0 0 6 : O x f o r d C o l l e g e , D i e t & N u t r i t i o n D i p l o m a , L o n d o n , U n i t e d K i n g d o m**
* **1 9 9 4 - 1 9 9 5 : D a v i e s L a n g e a n d D i c k C o l l e g e , A - l e v e l s , L o n d o n , U K .**

**E X P E R I E N C E**

**Quality Assurance lab Supervisor / X-ray Analyst | A r k a n , E m i r a t e s C e m e n t F a c t o r y - A l a i n , U A E .**

**2004 – Now Quality Assurance Supervisor Duties:**

* Directly supervise quality Assurance / X-ray Analyst s Lab Technician II in the Quality and Regulatory Operations department. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.
* interviewing and training employees; planning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems
* Ensure the laboratory is equipped with all of the necessary supplies to complete required testing.
* Coordinate equipment calibration, and service contracts.

**Ayman**

* Manage various document systems, including specifications, HOLD forms, and sanitation procedures, to ensure accuracy, completeness, and consistency. Prepare monthly & Weekly quality certificates.
* Supervises and coordinates activities of workers engaged in inspecting and testing cement, components, proceed through stages of production process.
* Applying knowledge of quality assurance standards and procedures
* Directs workers in quality assurance inspection and testing, to assure that establishment and regulatory standards are met.
* Reviews reports and confers with quality assurance, production, management, and engineering personnel to solve work-related problems. Performs other duties as described under SUPERVISOR.
* Monitor All In-Process Quality and System Audit.

1. **ray Analyst Duties:**
   * Performs physical tests on finished cements produced at ECF. •
   * Performs all cement tests in accordance with international specifications
   * Assist in securing quarry samples and performing tests to check chemical composition.
   * Keeps all apparatuses, sieves, and cells calibrated for physical and quality control laboratories.
   * Preform in training and certification of other lab personnel and perform chemical or control analyst analyses as needed.
   * Runs all screen analysis on raw material, clinker samples, including calculations to provide density and cubic foot weight of materials.
   * During the masonry grinds will perform all tests to meet specifications. Coordinates testing procedures for Quality Control Analysts; communicates changes and results with the Production department.
   * Performs preventative maintenance and calibrations on x-ray machine and schedules x-ray Technicians for repairs and maintenance to optimize run time.
   * Executes a yearly x-ray certification program, providing calibration curves with NBS standards consistent with the C-114 specification.
   * Maintains inventory control on supplies needed and recommends order points. Checks daily usage of grinding aid and keeps inventory records.

**Microbiology Food Analyst | Ce n t r e o f Fo o d a n d E nv i ro nm en t C o nt r ol Al - A in M un i c i pa l i ty – Al - Ai n, UAE .**

**2003 – 2004**

* + Observing, monitoring and identifying microorganisms.
  + Tracking of microorganisms in a range of environments.
  + Monitoring and assessing samples from a range of sources.
  + Using a variety of identification methods, including molecular techniques, to test samples.
  + Growing microbial cultures, e.g. for use in the food and beverage industry or in agriculture.
  + Working with specialist computer software to undertake studies and research.
  + Managing and overseeing laboratory work.
  + Monitor critical equipment and instrumentation to ensure proper operation and calibration.
  + Assist in the writing and updating inspection procedures.
  + Evaluate problems and make initial recommendations for possible corrective action to supervise.

**Research Assistant | W i nd ey e r I nst i t ut e o f M ed i cal Sc i e n ces, De pt . of I mm u no log y a n d M ol e cu la r Pa t h ol og y Lo n do n, UK June 2001 - Dec 2001**

* + Data Collection. Collects various forms of data pertaining to the research project or projects.
  + Record Keeping. Keeps record of information obtained during research. May include a database of information, hard files, etc.
  + Technical Research. Independently conducts technical research.
  + Data Analysis. Conducts analyses of data. Interprets, draws conclusions, and discusses with principal investigator.
  + Report Preparation. Prepares various reports containing descriptive,

analytical, and evaluative content that may be submitted for publication.

* + Test Construction. Constructs tests or assists in the construction of tests.
  + Collaboration. Collaborates with other researchers.
  + As Needed. Performs various duties as needed to successfully fulfill the function of the position.

**C O U R S E S A T T E N D E D**

* + Cement Technology II, conduct by Cement Performance International (CPI).

 ISO 9001:2008 QMS, ISO 14001:2004&OHSAS 18001:2007 Internal

Audit Training Course, Conducted by Texas Management Consultant TMC

* + OHSAS 18001:2007 Occupational Health & Safety System Awareness Seminar.TMC
  + ISO 14001:2004 Environmental Management System Awareness Seminar. TMC
  + ISO 9001:2008 Quality Management System Awareness Seminar. TMC

**S K I L L S**

* + - Appreciate the importance of rules and guidelines and always follow them.
    - Confidently make decisions using critical thinking and common sense.
    - I like examining things closely and recommending fixes or improvements.
    - Can use a variety of software to create spreadsheets, graphs and documents.
    - Keen to learn about quality assurance/control activities at various stages of engineering design, construction, start-up and operations.
    - I have strong organizational skills.
    - I can work in fast-paced environments, manage changing priorities and meet tight deadlines.
    - I can react quickly and stay focused when unexpected events occur.
    - I can work in potentially harsh conditions, remote locations and other challenging environments.
    - I believe I have what it takes to be an excellent Quality Control and Inspection Professional!