

106436-CHE-5OQ-E-2010
QA/QC & Product Development Section Chief

Holds a B. Sc. in Microbiology & Chemistry and has about 8 years experience working in chemicals Industry.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 15/06/1989
Gender : Male
Marital Status : Married
Residence : Ain Shams, Cairo

EDUCATION

: B. Sc. in Microbiology & Chemistry, Ain Shams University, 2010
: Studying for M. Sc. In Analytical Chemistry

LANGUAGES

Arabic : Native Language
English : Good

COMPUTER SKILLS

: Windows, MS Office, Internet

TRAINING COURSES AND CERTIFICATIONS

: Leadership: by Galaxy Surfactant Limited.
: Managerial Grid: by Galaxy Surfactant Limited.
: ISO 9001- 2008: Bureau Veritas.
: ISO 22716 (GMP): Bureau Veritas.
: Internal Auditor: Bureau Veritas.
: RSPO: by Galaxy Surfactant Limited.
: IMS (QMS, EMS, OHSAS): Bureau Veritas.
: Lean – 6 Sigma Yellow belt: Bayan Group.

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From 2016 till now
Employer : Galaxy Chemicals Egypt
Job title : Quality Assurance, Quality Control & Product Development Section Chief

Dates : From 2013 till 2016
Employer : Galaxy Chemicals Egypt
Job title : Laboratory Quality Process Officer

Dates : From 2011 till 2013
Employer : Galaxy Chemicals Egypt
Job title : Quality Assurance Chemist
Job Description : Initial 3 months training at India, Taloja, Galaxy Surfactants Limited.

Responsibilities & Qualifications:

- Chemical Analysis:
 - Monitor and examine the Raw material, in process & final product to assure it matches with quality standards.
 - Ensuring that manufacturing processes comply with standards.
 - Responsible for Raw material vendor validation.
 - Validating methods and equipment.
 - Responsible for Water Treatment Plant (Perform all required water testing to give clear instruction for treatment process before used in manufacturing).
 - Responsible for Effluent Treatment plant.
- Laboratory Instruments:
 - Handling & Operating of various Analytical Instruments like:
 - ❖ pH-Meter.
 - ❖ Conductivity Meter.
 - ❖ Moisture Analyzer.
 - ❖ Melting Point Meter.
 - ❖ Auto-Titrator.
 - ❖ Karl Fischer.
 - ❖ Fourier-transform infrared spectroscopy (FTIR).
 - ❖ UV-VIS Spectrophotometer.
 - ❖ Atomic Absorption Spectroscopy.
 - ❖ Gas Chromatography (Head Space & Auto Sampler).
 - Responsible for Annual Maintenance contracts for all instruments & Spare parts arrangements.
- Laboratory Safety:
 - Knowledge of safety and lab procedures to ensure that laboratories operate smoothly.
 - Ensure availability of require PPEs Personal protective equipment to all the team.
 - Ensure safety induction to all the members for all the chemicals and test methods.
 - Arrange safety training programs.
- Quality Systems & Auditing:
 - Certified Internal Auditor for:
 - ❖ ISO 9001.2015 (Quality Management System).
 - ❖ ISO 14001.2015 (Environmental Management System).
 - ❖ OHSAS 18001.2007 (Occupational Health and Safety Assessment Series).
 - ❖ ISO 22716.2007 (Good Manufacturing Practices).

- Responsible for different management systems like HACCP, HAZOP, Halal and kosher, conduct and plan internal audit for the same.
- Training & Leadership:
 - Responsible for team consists of Chemists & Technicians.
 - Lead, motivate, and develop the overall performance of team through KPA preparation and report.
 - Provide performance feedback to team through appraisal process, report performance to the higher management.
 - Ensure that training and capability records are relevant and current to facilitate the safe operation of personnel and equipment within the department.
- Research & Development:
 - Undertake practical laboratory work relating to design and development of new products and modification of current products and technologies.
 - Liaising with production to conduct laboratory supervision of trial batches.
 - Work with technical sales team and other technical departments during product development to provide progress reports, support, and cost information.
- Administrative & Documentation:
 - Update, revise, and maintain the Laboratory Manuals, Standard Operating Procedures, and other quality documents.
 - Administrative duties like Generating and/or reviewing analytical reports, Ordering lab supplies as needed, Contacting lab customers ...etc.
 - Monitoring of Microsoft Dynamic Navigation system (ERP System).
 - Responsible for preparation of different reports (Monthly, Quarterly & annual) and present to management.

- Field of experience :**
- Quality Assurance, Quality Control & Product Development Section Chief with 8 years experience in chemicals Industry.
 - Experienced in monitoring of water analysis (Water Treatment plant, boilers monitoring & Effluent water monitoring).
 - Operating of Analytical Instrumentation like pH-Meter, Conductivity Meter, Moisture Analyzer, Melting Point Meter, Auto-Titrator, Karl Fischer, FTIR, UV-VIS Equipment, AAS and GC.
 - Competent at providing consistent quality production by enforcing good manufacturing practices, Validate process and managing staff.
 - Internal Auditor for ISO 9001-2015, ISO 18001-2007 & ISO 14001-2015.