

# Curriculum Vitae

## Abdulrazaq Al Balushi

Sohar, Sultanate of Oman

Mobile number: + (968) 97004300

Email: abdulrazaq.albulashi@vale.com

### PERSONAL INFORMATION

Gender: Male  
Nationality: Omani  
Date of Birth: November 23, 1987  
Health: Excellent

### WORK EXPERIENCES

May 2016 - present

**Head of Laboratory Department**  
**Vale Oman Pelletizing Company**

- Enforce the Company's Health, Safety and Environment in managing the Laboratory operations,
- Provide the necessary resources for the performance of Laboratory operations
- Re-enforce the commitment of the Laboratory to adhere to the EMS
- Manage the Laboratory's in Daily Operations
- Seeking continual improvement for the Quality Performance of the Laboratory and enhancing the Health Safety and Environment
- Coordinate with other Department for the smooth operation of the business.
- Ensure the Laboratory's competency by providing training / development to the staff and by procuring equipment necessary for the operations.
- Ensure the Laboratory's is fulfilling its compliance obligations.
- Ensure the delivery of quality test results.
- Analyzing deviation of test results and conducting root cause analysis
- Provide scope of work and review contracts with third party service providers
- Interface and attend meeting with Internal and External department
- Conduct performance review for Laboratory staff and to achieve the target
- Communicate properly to interested parties Internal and External

January 2013 – April 2016

**Technician**  
**Laboratory – Vale Oman Pelletizing Company**

- Serves as focal point for the Physical Laboratory to ensure for an efficient operation
- Supervise the Quality test report for the production sample and Shipments
- Ensure the availability of the sampling tower for the Shipment Loading

- Coordinate with the Mechanical, Electrical and Instrumentation Department for the Maintenance and upkeep of Laboratory Equipment.
- Management of employees leaves to ensure for smooth operation
- Manage the resource allocation such as contract manpower for a efficient and Effective operation controlling the overtime
- Budget Planning, Inventory Management Procurement planning for the spares Parts and consumables
- Coordinate with Services contractor such as Al Batinah Company and Al Ajwa
- Provide Training for the new employees of the Laboratory
- Conduct Calibrations of the Blaine Machine and Preparations of Secondary Standard of the CCS Machine
- Conduct Inspection of All Sampling points focusing on the Safety and Quality Of the sampling
- Re-enforcing the company's Health and Safety with the team
- Review and Revised Physical Procedures following ISO standards

## HIGHLIGHTS

- Training of 27 new Omani Employees for the Physical Laboratory on March 2015
- Smooth Transition from Tawoos Contract to regular Vale employees in Physical Lab
- CAP member – Conducting Inspection with Chiefs and Department Head Focusing on Accident Prevention
- Revised the Sampling Procedures for the Iron Ore Fines Loading for a faster Completion of loading as the sampling tower stoppages was minimized

May 2010 – January 2013

### **Technician**

#### **Laboratory – Vale Oman Pelletizing Company**

- Perform Physical Testing of Production Samples and Shipment Samples
- Conduct Physical Test in a timely, accurate manner while adhering to Health And Safety compliance
- Conduct Inspection of the equipment and inform Seniors for the Maintenance Of the Equipment
- Encode the test results in the Laboratory's Information Management System (LIMS)

## HIGHLIGHTS

Training of 35 employees Tawoos Contactor for the Physical Laboratory focusing on the quality of performing Sampling and complying Health and Safety April 2011

## EDUCATION

Course: **Bachelor Degree in Chemical Engineering )**  
University: **Sohar University, Sohar, Sultanate of Oman**  
Academic Year: **2018 -2019**

Course: **Diploma in Chemical Engineering**  
University: **Sohar University, Sohar, Sultanate of Oman**  
Academic Year: **2008 - 2009**

### Courses Attended

- MatLab
- Quality Control
- Methods Engineering and Work
- Material Science
- Industrial Automation
- Simulation models
- Ergonomics and Safety
- Project Management
- Manufacturing Process
- Six Sigma Methodology
- Computer Aided Machine Design
- Facilities Planning
- Industrial Engineering design
- Computer Integrated Manufacturing
- Operation Research I & II
- Drawing and computer graphs
- Product design and development
- Solid Mechanics
- Thermo-fluids
- Basic Mechanics

## QUALIFICATIONS AND TRAINING

Relevant Course Experience/ Academic Engineering Projects:

- Completed the Training of Trainers (TOT) course by Smart Way on November 25 - 29, 2017
- Completed the Training of Trainers (TOT) course by Global Academy for Training and Development (GATD) on November 11, 2017
- Conducted Training and Workshop for Curriculum Vitae writing for Sohar Social Club and for Sohar University graduating students

- Conducted Training and Workshop for Job Interview for graduating students at College of Applied Sciences – Sohar
- Participated in Training Program in Coaching for Leadership October 5, 2015 - November 16, 2015 provided by ACADEMIA BC E-Learning Platform Belo Horizonte, Minas Gerais – BRAZIL
- Training Program on Advance Excel by Khimji Training Institute LLC from June 9 -10, 2013
- Train The Trainer program delivered by MEIRC Training and Consultancy at Vale Oman on January 28 – 30, 2013
- Completed the course in English with Excellent Mark by English Language Education Services Center, Sohar from November 10, 2012 to January 1, 2013
- Laboratory and Quality Control Department at OMAN CEMENT COMPANY on July 17 – 28, 2010
- Completed the Training Program “CHEMICAL LABORATORY TECHNICIAN – GENERAL” by Rusayl Institute LLC. From August 22, 2009 up to May 12, 2010

## SKILLS

### Personal skills

- Abilities to deliver several types of presentation.
- Writing reports.
- Team work.
- Work under pressure
- Take challenges
- Can interface with different levels
- Can work in a multi-cultural environment

### Computer skills:

- Good user of Microsoft office programs, AutoCAD, Arena, Lingo, Minitab and Matlab.

### Language:

- Arabic (mother tongue, excellent in writing and conversation)
- English (able to read, write, and speak).

## REFERENCES

Available upon request

