



Jhim Joshua Muñoz

Industrial Engineer

Career Objective

To obtain a challenging position as a professional in a company which recognizes the potential in its people; offers career and professional skills that will enable me to make a significant contribution to the achievement of organizational goals.

Work Experience

HSE Officer | **Redlink Trading and Contracting W.L.L**

Project Name: *The View Hospital*

January - December 2023

Project Name: *Al Seef Lusail Plot D3 and D4*

Duties and Responsibilities;

- Prepare observation tracker and discrepancy report
- Ensure to communicate with construction department to rectify site safety issues
- Check if all the employees are acting in adherence with rules and regulations
- Prepare and present reports on accidents and violations and determine causes
- Oversee workplace repair, installations and any other work that could harm employees' safety
- Conduct refresher trainings to workers
- Give induction to workers prior entering the work site
- Prepare risk assessment method prior to start high risk activities
- Ensure good welfare of everyone in the site as to not affect their health and well-being
- HSE Officer Lead on Night Shift for Plots D3-D4

Personal Information

Date of Birth: February 17, 1996

Nationality: Filipino

Age: 28

Sex: Male

Driving License: Qatar Driver's License

Visa: Working Visa (transferrable with NOC)

Contact Info

Address

Al Mansoura
Doha, Qatar

Mobile Number

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Email Address

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Educational Attainment

College:

Bachelor of Science in Industrial Engineering

Laguna College, Philippines
2012 - 2017

Secondary:

Philippine International School - Qatar

Doha, Qatar
2002 - 2012

Skills & Competencies

- Process Optimization
- Production Scheduling
- Inventory Control
- Lean Manufacturing
- Quality Control
- Software Proficiencies (Microsoft Office, AutoCAD, ERP, SketchUp)
- Data Collection and Analysis
- Project Management
- Cost Reduction Strategies
- Six Sigma Methodologies
- Problem Solving
- Statistical Analysis
- Team Collaboration
- Time and Motion Studies
- Root Cause Analysis
- Communication Skills
- Good Work Ethics

HSE Qualifications

- NEBOSH IGC
- IOSH Managing Safely
- Highfield Level 2 International Award in Emergency First Aid, Defibrillation and CPR
- Highfield Level 2 International Award in Fire Safety
- Confined Space Entry
- Basic Rigging and Slings
- Working At Heights

Production Analyst

Franklin Baker Company of the Philippines *May 2018 - December 2022*

Duties and Responsibilities;

- Develops and implements marketing strategies for brand growth
- Monitors the success of marketing strategies
- Teams up with the creative department for planning and executing final decisions
- Manage, track, and prepare delivery, and spare inventory orders; handle any return-for-credit process and manage the inventory reconciliation process
- Perform plant production analysis
- Develop tools aimed at improving production efficiencies
- Collect, compile, and present manufacturing progress and status report on weekly/monthly basis, or as requested
- Coordinating with quality assurance department as to conform with the project's outcome/result.
- Making recommendations for more effective production.
- Resolved any system problems and reviewed existing production procedures in order to maximize efficiency and reduce unnecessary expenses.
- Prepare traceability process upon the request of customers/client from finished goods to raw materials.
- Prepare action plans based on the operation or equipment process losses

Production Engineer

Franklin Baker Company of the Philippines *May 2017 - May 2018*

Duties and Responsibilities;

- Maximized productivity on the job by developing and implementing innovative production processes for new and existing products.
- Identified and addressed all issues that arose in a quick and efficient manner to ensure minimal interruptions of work.
- Created engineering documentation for manufacturing processes, equipment specifications and change notices.
- Conducted process analysis and optimization using statistical analysis and simulations
- Monitor production flow by use of time and motion studies then create reports in order to improve production means.
- Maintain and implement production scheduling to maximize the efficiency of inputs and outputs.
- Making corrections or revisions to the 2D or 3D models as requested