

## PERSONAL INFORMATION

Name **ENGR. TALHA NAJAM**  
(CHEMICAL ENGINEER ,OTHM in Health & Safety )  
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Nationality Pakistani  
Marital Status Married  
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Passport No AG9558514  
Driving License Yes (Bahrain and Pakistan)



## OBJECTIVES

### Work experience

- Dates (from – to)
- Name and address of employer
- Type of Industry
- Occupation or position held
  - Main activities and responsibilities

August 2013 –Till to date

#### **West Point Home WLL Bahrain**

Building 439,road#5138,Asker951 Kingdom of Bahrain

Textile

Shift Manager ETP

- Management of personnel and daily operations of plant to maintain optimum operational conditions and results.
- Responsible for commissioning and operation of Sludge dryer.
- Ensures the safety of associates during the working hours
- Responsible for operation of both Micro filtration and Reverse Osmosis (RO) system for water recovery and Reverse Osmosis Desalination Plant maintaining the PH and TDS of water, controlled the chemical dosing, conducted water testing on regular basis, prepared daily production report and weekly maintenance of both R.O. Plants
- Conduct the different safety programmes according to work conditions.
- Organizes and schedules all necessary resources required to accomplish activities.
- Organize a sufficient gathering of all operational data, analyze and monitor then and create appropriate reports to company.
- Supervise planning, scheduling, assignment of all operational tasks and work at the water treatment and sludge treatment systems.
- Supervise requisition of all operational supplies, material and equipment in accordance with the company approved purchasing policies.
- Manage the cost price of process
- Prepare operational department budget and long term investment measures in close co-operation with the General Manager.
- Actively involved in the Commissioning of Membrane Bio Reactor from research Work to Implementation and from Implementation to start-up of MBR.
- Extensive MBR process Operations, process modelling and SCADA/DCS/PLC process automation and control systems
- Central Control Room, monitoring and fine tuning of process parameters.
- Keep an eye on the trend of operation on CCR graph and taking timely action.

- Supervise all tests in laboratory regarding ETP.
- Recovery of more than half of water through MBR & RO system which is reused.
- Supervision of caustic and PVA recovery units in WestPoint Home.
- Follow up or job implementation to ensure that such work is carried out with a maximum efficiency and that down time for plant and equipment is kept to a minimum.
- Biological Sludge Treatment and using as fertilizer.

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Dec, 2009 – June,2012

**Ittehad Chemicals Ltd, Kala Shah Kaku, Pakistan**

G.T. Road, Kala Shah Kaku, District Sheikhupura.Pakistan

Chloro Alkali

Assistan Manager (production) \ Shift Engineer

- Decision making member of the operations & management team of Ittehad chemicals Ltd.
- Responsible for the smooth operation of Brine purification plant for the production of Caustic Soda.
- Responsible for the coordination between the various service departments for proper operation and achieving the optimal Production targets.
- Worked on NaCl recovery project which required the proper usage and dispoal of DSA brine sludge.
- Working on Energy Conservation Project within Ittehad Chemicals Ltd to reduce total electrical cost and increase total profit outcome.
- Working in a 50% caustic production plant by DSA (mercury process) 120MT/day
- Involved in installation of ACPD (Anode Cathode Protection Device)
- Currently involved in dianogstics and trouble shooting of PLC to Control the ACPD system
- Working on DCS to control the 30% caustic soda plant by ion exchange membrane process 272MT/day

**PERSONAL SKILLS  
AND COMPETENCES**

MOTHER TONGUE

**ORGANIZATIONAL SKILLS  
AND COMPETENCES**

**URDU**

- Fund Raising and Budgeting for School and college student's functions and festivals.
- Head in charge for planning and organizing Farewell Dinner to outgoing.
- Helped out in local center to distribute food to the less fortunate during the month of Ramadhan.
- Took part in raising money and collection of financial aid to help the victims who were affected by the flood.

**TECHNICAL SKILLS  
AND COMPETENCES.**

- Proficient in Windows 98/XP/NT/2K/vista/7,

- Microsoft Office and Microsoft Visio

- Proficient in Internet Usage, Multimedia Equipment.

- Proficient in programming language C/C++

A member of IET Students Organization, participated managed and organized different events arranged by the organization

- Workshop of ADVANCE EXCEL & MS. ACCESS 2010

- First Aider

**SOCIAL SKILLS**

**CERTIFICATES**

## INTERNSHIPS

- Dates (from – to)
- Name and address of employer
- Duration

  

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July 2<sup>nd</sup>, 2007 – July 16th,2007

### **Pakistan Refinery Limited Karachi, Pakistan**

Korangi Creek Road., P.O. Box 4612, Karachi-74900, Pakistan

2 Weeks

June 5th, 2006 – July 14th,2006

### **Fauji Fertilizer Bin Qasim Limited Karachi, Pakistan**

Ez-I/P-I, Eastern Industrial Zone, Bin Qasim,Karachi-75020, Pakistan

6 Weeks

## EDUCATION AND TRAINING

- Dates (from – to)
- Name and type of organization providing education and training
- Marks Scored

- Title of qualification awarded
- Level in national classification

  

- Dates (from – to)
- Name and type of organization providing education and training
- Marks Scored
- Principal subjects

- Title of qualification awarded
- Level in national classification

  

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October '2004 to January '2009

### **NFC Institute of Engineering & Technological Training Multan, Pakistan**

(Affiliates with Bahauddin Zakariya University, Multan)

766/1250-61.28% (1<sup>st</sup> Division)

BE Chemical.

Bachelors.

September '2002 to August '2004

### **Punjab College Of Information & Technology Sargodha, Pakistan**

685/1100-62.27% (1<sup>st</sup> Division)

Mathematics, Chemistry, Physics.

Higher Secondary School Certificate Examination

F.Sc (Pre-Engineering)

2000 to 2002

### **Fauji Foundation Model School, Sargodha Pakistan**

522/850-61.41% (1<sup>st</sup> Division)

Biology, Physics, Chemistry, Mathematics.

Senior Secondary School Certificate Examination.

Metric (Science)

## **Syntheses of ammonia gas for the production of Ammonia**

Project designed thesis during the final profession year of chemical engineering. Worked on capacity decision, process flow diagram, heat/energy/mass balances, Equipment selection project cost, etc.

## TEAM PROJECTS

## ADDITIONAL INFORMATION

All information regarding contact persons and references available on demand.