**Louise Delfin Tasani**

**Objectives**

To pursue a career in a Technical/ Health and Safety management, in a professional organization and to accomplish challenging goals, contribute my services to organization and creating value addition through timely and organized execution of task and at the same time increasing my skills.

**Experience**

May 2018 - **Safety Officer / Plant coordinator**

Present **Bahrain International Medicine Manufacturing Company WLL**

 **Hidd, Kingdom of Bahrain**

* Development of OHS policies, programs and procedures
* Conduct risk assessment and enforce preventive measures.
* Reviewing of Evaluation of Compliance applicable to industry and comply as per local ministerial requirements and international standards with regards to Health, Safety and Environment
* Prepare HSE annual training plan for enhancing the awareness of employees and executive about the occupational hazards, environmental aspects and methods of protecting them.
* Periodical inspection of work area and ensuring the availability of methods of protection from employment risk and hazards by Inspection, Internal Audit and External Audit.
* Inspection of HSE accidents, injuries, and occupational ill-health and preparing reports containing the means and precautions ensuring the avoidance of their future recurrence.
* Conduct of Emergency awareness program and drill for the familiarity of procedure and responsible person in case of incident occurs.
* Choosing the appropriate kinds of Personal protective equipment as per standards for the workers so as to ensure their protection from the work hazards.
* Knowledge of acquiring potentially hazardous substance required at plant and proper disposal practices
* Monitoring of First Aid Kit Inventory, Medical log and providing First Aid
* Maintain Daily attendance through Safety Notice board and analyse staff turnover and occupational sick leave with the aim of implementing strategies for reduction. These daily attendance monitoring will help to know also the actual attendance in case of emergency and checking at assembly point.
* Monitoring of employment residence visa status, renewals and visa medicals appointment
* Monitoring and coordinates of Plant and Equipment by using pre evaluation checklist, installation and commissioning, inventory and maintenance records.
* Monitoring calibration of tools and equipment’s to maintain its effectiveness
* Track inventory levels and monitor receiving, storing and transfer bin to other department



**Personal Data**

**Address**

Gudaibiya, Manama,

Kingdom of Bahrain

**Phone**

+973 33359128

**Email**

louiseitasani@gmail.com

**Nickname**

Louise

**Birth date**

August 24, 1994

**Civil Status**

Single

**Citizenship**

Filipino

**Religion**

Roman Catholic

**Driving License**

Light – Bahrain

**Key Skills:**

* Problem solving
* Can work under pressure
* Keen to details
* Resourceful
* Initiative
* Leadership
* Team work
* Hard work and dedication

**Computer Skills:**

* Microsoft Office (Word, PowerPoint, Excel, Outlook, Visio)
* Can read drawing layout and templates
* ERP System (Sage and Oracle)

**Communication Skills:**

* English – Expert in Speaking and Writing
* Filipino – Expert in Speaking and Writing
* Hindi – Moderate in Speaking

April 2017 **Safety Officer**

April 2018 **Creative Style S.P.C.**

 **Hidd, Kingdom of Bahrain**

* Internal and External Audit experience and knowledge in ISO standards.
* Daily and Periodical Inspection of Safety Programs
* Incident Report and Investigation to avoid repeating of same problem; Using of quality tools eg. Root-Cause analysis, Why-Why Analysis.
* Safety Toolbox for 100+ labors and staff in factory and site
* Implementing Good housekeeping towards 5S implementation.
* Monitoring of Medical log, First Aid and illness report
* Performs Emergency response drill such as Fire drill and Emergency spill drill
* Maintain records and data of QHSE Department for ISO
* Coordinates registration and removal of all types of waste
* Managing safety, service, maintenance and daily safety checklist of all company facilities, equipment and vehicles
* Given the chance to handle Transport in charge same time as Safety Officer for 4 months in service that arranges on all deliveries, pickups of goods, labors and staff transfers, maintenance and scheduled vehicle garage service.
* Maintaining Orderliness and Housekeeping of Accommodation for Staff and Labors

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July 2016 - **Safety Officer/ Operations Engineer**

March 2017 **EON Petroleum Corporation**

 **Pasig City, Philippines**

* Daily analyzation of sales report from all Petroleum station
* Monitoring of Petrol and Lubes Inventory from all Petroleum station
* Place Order request and monitor actual receiving of petrol from depot, bunker and lorry truck
* Supervised and strictly implied standard operation procedures in all petroleum station around the country
* Create and update IMS Manual/ Operation process for ISO documentation requirements
* Ensured Safety of depot and stations strictly compliance to Government rules and regulations
* Periodical Inspection of Station and safety Program
* Do Incident/ Accident Report and Investigation to avoid repeating of same problem; Using Quality Tools
* Internal Auditor of all station

**Educational Background**

2011 – 2016 **Tertiary**

* Degree: **Bachelor of Science in Industrial Engineering**
* School: Polytechnic University of the Philippines, Sta. Mesa Manila Philippines

2007 – 2011 **Secondary**

* School: Colegio de San Clemente, Angono, Rizal Philippines

**Training and Seminar:**

**2019**

* **NEBOSH International General Certificate IGC 1,2 and 3**
* BDI Bahrain

**2018**

* **Train the Trainer**
	+ Health and Safety
	+ Current Good Manufacturing Practices
	+ Handling Personnel
	+ Warehouse and Validation
	+ Quality Management System and Plant Audit
* Bahrain Pharma (Pharma Act Dossier)
* **First Aid** (Medic First Aid Exp. 11/2020)
* **Fire Awareness Training**

– Highfield Qualification (BDI Bahrain)

* **ISO Internal Audit Training**
* National Inspection and Technical Testing Co., Kingdom of Bahrain
* **ISO 9001:2015 Awareness Training**
* National Inspection and Technical Testing Co., Kingdom of Bahrain
* **ISO 14001:2015 Awareness Training**
* National Inspection and Technical Testing Co., Kingdom of Bahrain

**2016**

* Basic Occupational Safety and Health
* PEME Co. Department of Labor and Health, Philippines

**2013**

* Civil Service Sub Professional
* Civil Service Commission Philippines

*I hereby certify that the above information is true and correct to the best of my knowledge and belief.*



**Louise Delfin I. Tasani**

*Applicant*