

# Curriculum vitae

- **Name:** BRAHIM
- **Surname:** JARRAR
- **Date and place of birth:** 23<sup>th</sup> September 1975
- **Address:** Doha, Qatar
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- **Personal e-mail:** brahim.jarrar@yahoo.com
- **Official e-mail:** brahim.jarrar@shaqab.com
- **Nationality and citizenship:** Tunisian.
- **Marital status:** married / 3 children.

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## Skills:

- Expert in Food Incident Investigation & OHS Incident Investigations
- Experienced Kitchen / production unit layout and plan preparations
- Expert in Food Safety Audits
- Rich experience in developing ISO Documents such as Manual, Procedure, Policies, HACCP, Prerequisite programs, SOP's, RA and guidelines etc.
- *I am fully adaptive and cooperative in new working environments and new fields.*
- *I am a hard and creative worker; I take initiatives and have a sense of leadership.*
- *I am energetic, self-motivated, a good communicator and motivator at work.*
- *I am always maintaining a good relationship with colleagues.*

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## Education and Qualifications:

- ❖ **2000:** Pre- master degree of Environmental Sciences, from Bizerte Faculty of Sciences, Tunisia.
- ❖ **1999:** Bachelor Degree of Natural Sciences, from Bizerte Faculty of Sciences, Bizerte, Tunisia.
- ❖ **2008:** Dual degree of Natural Sciences, from Bizerte Faculty of Sciences, Bizerte, Tunisia.
- ❖ **1994:** National Certificate of baccalaureate, sciences, from the Secondary mixed school, Tunisia.

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## Professional Experience

- ❖ **2001-2007:** Worked as a biology and geology teacher within various Public schools within the republic of Tunisia.
- ❖ **2007-2013:** worked as a biology, genetics, biochemistry and microbiology teacher in the Tunisian school: Doha, QATAR.
- ❖ **February 2013 to May 2017:** Worked as a food safety officer at the Ministry Of Public Health, Qatar, MOPH (I have been evaluated with the excellence grade for three years consecutively).
- ❖ **May 2017 till date:** Working as HSE Supervisor (Hygiene, Safety and Environment) for a private catering company: SHAQAB catering services company, recently promoted to **ASST.HSE Manager**.

SHAQAB Catering Services is the largest and fast-growing catering & facility Management Company in Qatar. Which provide industrial Catering, Restaurants, Event Catering, facility management, cafes, Bakery & bread factory and facility management. SHAQAB Catering Services Certified in FSMS ISO 22000, QMS ISO 9001, EMS ISO 14001 and OHSMS ISO 45001.

**Below are some of the clients and projects of SHAQAB catering services company:**

- Qatar Energy - camps in RLIC & offshore and onshore projects
- Qatar shell / Northfield expansion projects (NFXP) - Qatar Energy LNG

- Hamad Medical Corporation / food services at governmental organisation other world class oil & gas companies
- Restaurant & café's / Bakery & Arabic Bread / Food Production Factory.

## Job description

- In charge of food safety, hygiene and environmental safety in Hamad Medical Corporation (HMC) project which is retail project composed of 12 outlets in various hospitals members of Hamad corporation
- Managing food safety, hygiene and environmental safety in RLIC (Ras Laffan Industrial City), where SHAQAB is managing 9 camps and offshore and onshore projects.
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Below are some of my tasks and responsibilities within projects.

- Managing 22 QHSE officers (RLIC projects) and coordinate with QHSE team for day-to-day activities.
- Conduct routine inspections to all kitchens and mess halls and coordinating with QHSE team to ensure that food safety standards are met.
- Developing and review all written documents: ISO manual, procedures, SOPs, guidelines...
- Liaise with authorities to ensure legal compliance and statutory requirements related to QHSE are in place for all locations.
- Training and evaluating HSE officers recently recruited by the company.
- Conducting sudden food safety audits to the food items suppliers of the project.
- Preparing audits reports for the top management of the company based on the audits findings and suggesting corrections and corrective actions based on SOPs, the MOPH and HMC guidelines for the non-conformities.
- Preparing training schedules for the staff based on their pre-evaluation.
- Updating the ISO forms (monitoring logs, cleaning schedules, verification forms...) based on the requirements of the project.
- Preparing SOPs and SSOPs based on the project's requirements.
- Preparing training materials for the staff on various subjects related to safety (chemical preparation and proper use, food safety, personal hygiene, safety in work place, fire safety and environmental safety).

- Training supervisors of the project and operation team on safety, food safety, fire safety and environmental safety.
- Ensuring that the projects comply with the requirements and polices of various departments from HMC: catering, fire safety, environmental safety and infection control departments, guidelines of MoPH related to food safety
- Ensuring that all critical control points (CCPs) are being under control to ensure that food items served to customers are safe.
- Ensuring that staff are following Good Hygiene Practices (GHP) during food chain: from receiving raw material to the serving step.
- Giving induction for the staff who recently joined the project.
- Preparing action plans against the food safety, fire safety and environmental safety audit reports and complaints.
- Management and coordination with clients of the company during audits: Qatar energy, Samsung, Shell, CTJV, Qatar Gaz...

## Professional Training:

- ❖ **April 2013:** successfully completed a training course: **food preservation** conducted by “rmk experts”.
- ❖ **May 2013:** successfully completed a training course: **supervising food safety in catering level 3** conducted by RSPH: (Royal Society for Public Health).
- ❖ **October 2013:** successfully completed a training course: **managing food safety in catering level 4** conducted by “rmk experts”.
- ❖ **January 2014:** successfully completed a training course: **supervising HACCP for catering level 3** conducted by “rmk experts” and Highfield.
- ❖ **June 2014:** successfully completed module 1 and 2 of the course **risk-based food safety and inspection skills** conducted by Campden BRI.
- ❖ **October 2014:** attended a training course: **training trainers** conducted by Campden BRI.
- ❖ **June 2015:** successfully completed a training course: **cleaning and disinfection of food facilities** conducted by “rmk experts”.
- ❖ **February 2017:** successfully completed a training course: **Food poisoning outbreak investigation** and mock exercise conducted by “rmk experts”.
- ❖ **October 2017:** successfully completed a training course: **Integrated Management System Internal Auditor Transition (ISO 9001:2015 and ISO 14001:2015)** conducted by Qatar Quality Plus.

- ❖ **October 2017:** successfully completed a training course: **HAZARDOUS MATERIAL AND WASTE MANAGEMENT** conducted by HMC environmental safety department.
- ❖ **February 2018:** successfully completed a training course: **ISO 22000:2005 Food Safety Management System Auditor/ Lead Auditor Transition** conducted by Austrian Quality and Evaluation.
- ❖ **September 2018:** successfully completed a training course: **Infection control education (orientation and reorientation) conducted** by HMC infection control department.
- ❖ **November 2018:** successfully completed a training course: **Fire safety** conducted by HMC fire safety department.
- ❖ **February 2022:** successfully completed a training course: **ISO 22000:2018 auditors/ lead auditors for food safety management systems** conducted by Austrian Quality and Evaluation.
- ❖ **February 2023:** successfully completed a training course: **Managing Safety by IOSH.**
- ❖ **February 2023:** Attended training by Leaders training center-QATAR and obtained: **Basic firefighting certificate, First aid and CPR certificate and Basic safety officer certificate.**
- ❖ **February 2023:** Successfully passed the exam of International General Certificate in Occupational Health and Safety **NEBOSH.**
- ❖ **December 2023:** Attended an integrated pest management awareness session.

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### Workshop Conducted:

**March 2014:** Organize a workshop on Food safety Requirements in Independent School Canteens, Private School Canteens and Food Suppliers and **presented two different presentations during five days.**

**December 2014 and December 2016:** Organize a workshop on actions which should be taken by food establishments to prevent food poisoning outbreaks and **present presentations on personal hygiene, cleaning and disinfection and general requirements for food establishments.**

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### Workshops and Conferences attended:

**November 2013:** attended a campaign about food safety at labor camp canteens: Clean Canteen Campaign conducted by Qatar Petroleum.

**May 2014:** attended a workshop about epidemiological investigation conducted by WHO (World Health Organization).

**September 2014:** attended the 7<sup>th</sup> Middle East Cold- Chain Food Safety Conference.

**October and November 2015:** Participated in a survey on the current knowledge, food preparation and Handling Practices, and Sanitation Methods used by Food Service Providers in Doha, Qatar.

**January 2016(from 14-18):** attended an International Conference in Emergency Medicine and Public Health- Qatar 2016 (ICEP-Q2016).

**February 7,2016 and April 13, 2016:** attended a workshop: “Developing and Implementing HACCP Compatible Food Safety Practices for Restaurants in Qatar” workshop sponsored by Qatar university, Ministry of Public Health( MOPH), University of Illinois-Urban Champaign and Qatar National Research Fund( NPRP Project) .

**February 13, 2017:** attended a Seminar on Salmonella: Epidemiological Profile, clinical features, biotechnologies and challenges.

**2018** Attended the **heat stress workshop 2018: PROTECT YOUR SELF AT WORK** organized by occupational health section, public health department of the MOPH.

#### Others:

- ✓ 2015 had received an appreciation letter from the organizational committee of the hand ball world cup which took place in Qatar.
- ✓ 18-04-2017 had received an appreciation letter from the administration of al SAILIYA independent secondary school for boys for the presentation which was given to students concerning food safety and for participating in the event of international food day.
- ✓ 20-04-2017 had received an appreciation letter from the administration of IBN KHALDOON Independent Preparatory School for boys for the presentation which was given to students related food safety and for participating in the event of international food day.

#### Published a Scientific Research Paper:

*Effects of cadmium and copper on peroxidase, NADH oxidase and IAA oxidase activities in cell wall, soluble and microsomal membrane fractions of pea roots / Journal of Plant Physiology 161(2004)1225-1234.*

#### Linguistic Abilities:

- Arabic: native language.
- French: fluent written and spoken.
- English: fluent Written and Spoken.

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#### Computer Science Abilities:

- Good level at Microsoft office including: Word, Excel and Power point.
- Good ability of Internet navigation and Communication.

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References: Will be provided upon request.