

YUNUS SAJJAD HUSSAIN

Name: Yunus Sajjad Hussain
Date of Birth: 5th July 1958
Marital Status: Married
Nationality: Malaysian
Correspondence details: 441 Jalan S2 D16,
City Homes, Seremban 2
70300 Seremban
Negeri Sembilan
Contact details: Mobile: + 60 19 6206665
Email: yunussajjadhussain@gmail.com



PROFILE AND EXPERTISE

Key Achievements

- Successfully led the certification of two sites i.e. Rukun Al Yaqeen (RAY) Oil & Gas, Oman (Well Placement Services) and Cabot Malaysia, to the ISO 9001:2008 Standard and one site i.e. LNP Engineering Plastics to the QS 9000 Standard (an automotive standard)
- Excellent auditing skills having conducted a total of twenty-four (24) Third-party audits (Certification, Re-certification, and Surveillance audits) throughout Malaysia and one (1) in Singapore, and a total of eight (8) Second-party audits (Supplier audits) locally and in Indonesia, in the last 17 years. Additionally, have led First party audits (Internal Audits) throughout my employment in the field of Quality with RAY Oil & Gas, Cabot Malaysia and LNP Engineering Plastics.
- Successfully led the upgrading of the quality certification standard from ISO9001:2008 to ISO 9001:2015 at RAY Oil & Gas, Oman
- Led the implementation of API Q2 Spec compliance for one area of business i.e. Well Placement services, per the requirements of a major client of RAY Oil & Gas, Oman i.e. Petroleum Development Oman (PDO)
- As the site Quality Management Representative (QMR) at Cabot Malaysia, successfully maintained, for ten consecutive years, the Quality Management system and related certifications including leading the Internal Quality audits, and liaison with Bureau Veritas (certification body) on all certification matters
- Provided Regional support to Cabot Corporation carbon black plants in Asia Pacific on Quality & Lab management practices, and, conducted Laboratory & Quality audits at Cabot sites in Japan, Indonesia, China, and India.
- Ensured that KPIs related to customer satisfaction (including customer complaints) are met, through liaison and involvement with cross-functional teams and are prioritised. Maintained a robust Customer Feedback System to ensure that repeat customer complaints are minimised or eliminated.
- Fully trained and experienced in all aspects of quality management systems i.e. the latest ISO 9001:2015 requirements and skills in performing audits per the latest standard covering First-party, second party and third party. Completed related training and certified as Lead Auditor for ISO9001:2008 and ISO9001:2015.
- Completed OHSAS 18001:2007 Lead Auditor certification and conducted related Internal audits at RAY, Oman.
- Custodian of the Facility SHE Self-Assessment program from 2005 until 2008 at Cabot Malaysia. Completed the gap analysis for several standards and the follow-up actions to ensure compliance. Coordinated the timely conduct of audits of all Cabot's SHE standards (~45 standards)
- Excellent verbal and written communication skills. Fluent in English & Bahasa Malaysia.

EXPERIENCE

Freelance Consultant, ASIA SH&E Management

March 2018 – Present

- Member of team with direct oversight for ISO9001:2015 and OSHA 18001:2007 compliance and policy assessments/audits to clients' and national requirements.

Quality Leader (Contract) reporting to the QHSE Manager

Rukun Al Yaqeen (RAY) International Oil & Gas, Sultanate of Oman

December 2016 – February 2018

- Responsible for effectively maintaining the QMS per the ISO9001:2008 requirements and related company procedures
- Key team member for the initiation and start-up of a new business division for RAY i.e. Well Placement Services and completing it per the schedule. This included having all procedures and quality requirements in place.
- Took the lead in updating the Quality Manual and related procedures to meet the new ISO 9001:2015 standard. The readiness to be audited against this standard was in place during the surveillance audit conducted by the certification body DNV end of 2017.

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- Completed reviews of OHSAS18001:2007 related procedures including preparation of all applicable Legal requirements master list and status of compliance by the company.
- Day-to-day responsibilities for the maintenance of the Quality Management system. Led the effort to migrate the paper-based documentation as pertains to Quality Records to a computer-based system (LongView+ software).
- Developed a Supplier Evaluation matrix for objective evaluation of Supplier performance and conducted Supplier audits at several locations in Oman.

Freelancer

December 2014 – November 2016

- Worked as sub-contractor Quality Auditor with Bureau Veritas (BV) Certification, Malaysia. Completed the required qualification process to qualify as a BV auditor. Conducted a total of 21 third-party audits with Bureau Veritas Certification (M) Sdn Bhd, performing Quality Management Systems (ISO 9001:2008) certification and surveillance audits covering different types of operations and products at various sites in Malaysia.

Quality Manager reporting to the Managing Director Cabot Malaysia (a subsidiary of Cabot Corporation)

March 2003 – September 2013

- Coordinated the customer complaints resolution process including customer site visits and responding to customers on Corrective actions and following up of timely completion of same which included updating the Cabot Customer Feedback System.
- Stewardship of the site Continuous Improvement Process (CIP) - a strategic planning process tool, through coordinating the organization wide yearly off-site planning process and monthly reviews
- Coordinated customer audits and conducted supplier audits. Handled audits by major tyre companies like Goodyear, Continental, Silverstone, and Toyo. Conducted a total of 18 Supplier Audits both locally and in Indonesia, targeted towards improving supplier delivery performance and meeting Cabot's requirements
- Managed the QC laboratory with two direct reports and six indirect reports. Led initiatives to upgrade the testing capabilities and development of lab personnel. Involved in the resolution of the day-to-day quality issues and addressing process capability issues with the operations team
- Led the Lab PCS program (for standard reference blacks) to reduce test variability, and identify and implement improvements in the Lab Capability Index
- Conducted training on Cabot's Process Control System (PCS) Program, RCA (Cause & Effect, Y-Y analysis) and Dupont's STOP program to related personnel
- Member of the site Leadership Team and editor of the site's quarterly newsletter (Quality Focus)

QA/QC Manager reporting to the VP & Director of Manufacturing LNP Engineering Plastics (a GE Plastics company)

September 2000 - February 2003

- Led the effort towards getting the site certified to QS 9000, an automotive standard, in December 2002
- Quality Management representative (QMR) responsible for maintaining the ISO 9002 and QS 9000 quality systems which included leading and co-ordinating Internal Quality Audits and Management Reviews
- Led and successfully completed the IOMEGA (a customer) certification program for the site prior to supplying product
- Managed the QC laboratory and the Supplier Quality functions with two (2) direct reports and nine (9) indirect reports.
- Owner for the site's customer complaints resolution process and site audit deficiency program
- Led the project to purchase an additional molding machine and laboratory extruder costing USD 250,000.
- A member of the LNP Global Quality council to discuss and spearhead quality improvements at LNP sites globally.

Section Manager: Polymer/Non-filled Polymer reporting to an expatriate Production Manager Polyplastics Asia Pacific Sdn Bhd., Kuantan

April 1998 - September 2000

- Trained in Japan, in the polyacetal resin manufacturing technology, for seven months, as a pioneer member of the commissioning and start-up team
- Directly involved in the plant pre-start up and commissioning activities e.g. punch listing, line flushing and vendor equipment commissioning including all necessary set-up work to support the timely commissioning and start-up of the plant.
- Involved in the planning and hiring of all personnel reporting to this role i.e. Production Supervisors, DCS/Field Technicians and Production Planner. Number of direct reports: 7
- Involved in the write-up and review of all Polymer/NPP production related SOPs.
- Managed the day-to-day operations of the Polymer/NPP plant and ensured resolution of all production and quality related issues.
- Active member of the ISO 9002 and ISO 14001 Steering committees which were responsible for obtaining the related certifications for the plant and completing the related Level II ISO procedures and the Environmental Aspect/Impact Assessment for the Polymer/NPP process. The role in the committee is that of deputy Quality Management Representative (QMR).
- Sub leader of the 5S committee responsible for the education and performance of 5S activities at the workplace

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FPG Oleochemicals Sdn Bhd (a JV between P&G and FELDA), Kuantan

October 1990 - March 1998

Held the position of Quality Assurance/Lab Leader for the period October 1990 until August 1993 and promoted to the position of Group Leader - Project Engineering in September 1993

October 1990 to August 1993- Quality Assurance Leader

- Pioneer member of the FPG start-up team and responsible for the setting up of the Quality/Analytical laboratory Based in the US for a year for training in the P&G systems and worked with resources there to successfully lead the design of a new lab, development of laboratory SOPs/JSAs and qualification program for the Analytical Associates
 - Deputize for the Quality Systems Manager in the Quality Leadership team to implement the Total Quality Masterplan and ISO 9002 certification for the plant.
 - Active member of the Quality Audit team with responsibility to carry out two functional area audits.
- September 1993 until March 1998**
- Managed on-site reliability, process, and quality improvement projects.
 - Led the Cost Improvement team (a cross functional team to facilitate cost reduction efforts) to exceed the targeted savings for two consecutive years i.e. 1994 and 1995 and winning the P&G Golden Globe award for this achievement.
 - Successfully led the take-over of an externally managed on-site project execution organization to an internally managed one saving RM 750,000 annually.
 - Project leader for a RM 400,000 facilities upgrade project (as part of the site's TPM initiative)
 - Responsible for setting up and leading the Plant Facilities program which covered space planning/allocation and facilities maintenance.

EDUCATION

- May 1978 – June 1982: University of Malaya, Kuala Lumpur, **Bachelor of Engineering (Chemical)**
- May 1993 - February 1994: Sheffield Hallam University, **Certificate in Quality Assurance** (distance learning program from UK)
- July- September 2005: FMM Institute Of Manufacturing & American Society for Quality (ASQ), Kuala Lumpur; **Quality Manager Certification program**

TRAINING

- BSI: OH&S Management System Lead Auditor (OHSAS 18001:2007), Muscat 30 April 2017 – 4 May 2017
- Bureau Veritas: ISO 9001:2015 Auditor Transition Training, Kuala Lumpur 22-23 February 2016
- Neville Clarke- IRCA Quality Management Systems Auditor, Kuala Lumpur 20-24 December 2010 / Lead Auditor ISO9001:2008
- Motorola University - Lean Six Sigma Green Belt, Kuala Lumpur 1-6 March 2010
- Global Intelligence Network (GIN): TQM in Manufacturing, Kuala Lumpur 9 September 2008
- Dupont Safety Resources: Managing Safety including STOP for Supervision Program (PD) 31 Jan - 4 Feb 2005
- Train The Trainer 9 & 10 February 2001
- Procter & Gamble: Intermediate Project Management, Manila 15-19 November 1993
- Procter & Gamble: Chemical Plant Operations & Refining Technology October until December 1990 (based in Sacramento, USA) (3 months)

PROFESSIONAL AFFILIATIONS/CERTIFICATIONS

- FMM & American Society of Quality Certification: Certified Manager of Quality/Organizational Excellence from October 2005 until 31 December 2014
- International Register of Certificated Auditors (IRCA) UK: QMS Provisional Auditor (2013)
- Chartered Quality Institute, UK: Member, Chartered Quality Professional (February 2011)
- Registered with the Board of Engineers (1985)

RECOGNITIONS

- Certificate of Appreciation: "In Recognition of Outstanding Support in the success of RAY International Oil & Gas for the Newly Awarded Contracts" (April 2017)
- Cabot Corporation "Samuel W Bodman Excellence Award" in 2009: Member of the Dual Fuel Burner Team (New Technology)
- P & G Golden Globe Award for leadership of the Cost Improvement team and exceeding the cost savings goal for the year 1994/1995

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