

## **SUHAILEY BINTI BADDERUL**

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43000, Kajang, Selangor,

Malaysia.

### **CAREER OBJECTIVE**

Obtain a challenging leadership position applying creative problem solving and lean management skills with a growing company to achieve optimum utilization of its resources and maximum Profits

### **PROFESSIONAL EXPERIENCES**

**[Sept 2019 to Current]**

**Hijayu Marine Services Sdn Bhd & Teraju Offshore (M) Sdn. Bhd.**

#### **Operations Director**

##### **Essential Responsibilities and Duties**

- Assists upper management in setting goals that promote company growth
- Oversees daily activity of the team
- Prepares budgets, schedules, and other organizational reports as needed
- Implement Quality Management System for the company and monitor the effectiveness
- Review the business risk and opportunity analysis to ensure relevant to company objectives
- Review business needs and expectation of interested parties
- Manages team workloads in order to meet goals and deadlines
- Develops plans to increase efficiency and reduce costs
- Improves existing systems and policies
- Ensures customer requirements are met in a timely manner
- Promotes and enforces safety in the workplace
- Manages stock and inventory
- Identifies improvement areas and plans and implements systems to boost company effectiveness
- Manages internal and external service suppliers
- Executes plans designed to meet company goals by changing policies and coaching employees

**[June 2015 to February 2019]**

**Schlumberger Nigeria Limited**

**Operations Integrity Implementation Manager**

**Essential Responsibilities and Duties**

- Provide onsite coaching on OI capabilities to Operations Managers and Field Service Managers in order to improve service delivery
- Monitor effectiveness of Standard Work, Competency System and Risk Management tools and processes. They will apply
- Identify corrective actions needed and opportunities to improve the processes and controls
- Manage planning for competency assessment activity within the locations and will evaluate the quality of the competency assessments through debriefs with the assessors
- implementation taking into consideration any feedback from the field
- Organize and lead Operations Integrity audits, CAT audits, high level risk assessments
- Support operations team to run consistent risk analysis, evaluate exemptions and MOCs and define effective risk mitigation actions
- Ensure that all non-conformance events within the assigned locations are reported, investigated, reviewed and followed up as specified within the requirements of Company Standard
- Ensure Segment specific HSE initiatives/guidelines are adhered to
- Involved in project review i.e. risk assessment, design review covering for Core Completions, Reservoir Monitoring & Control and Sand Management Services), procedure review
- Involved in project job preparation and review equipment documentation prior sending to the location

**[Sept 2014 to May 2015]**

**Schlumberger Nigeria Limited**

**Quality Operations Support Manager**

**Essential Responsibilities and Duties**

- Ensures the appropriate implementation of Segment's standards, procedures, and guidelines.
- Lead the Project Readiness Assessment (PRA) of each project in the Geomarket

- Involved in project review i.e. risk assessment, design review covering for Core Completions, Reservoir Monitoring & Control and Sand Management Services), procedure review
- Involved in project job preparation and review equipment documentation prior sending to the location
- Develop and improve Geomarket Quality Control Plan for Completions and Liner Hanger operations
- Ensures the technical proficiency and up to date certification levels
- Responsibility to assist and support line management in their Service/Product
- Quality responsibilities and to monitor compliance
- Ensures Service/Product Quality events are reported and classified correctly, verifies that line management have the required minimum QUEST subscriptions and that
- Service/Product Quality KPIs are defined, and that a plan for continuous improvement is in place for the locations
- Assists line management in conducting Service/Product Quality event investigations, promotes the use of InTouch for Service/Product Quality technical investigations, and encourages the submission of InTouch best practices and lessons learnt
- Manages Segment and GeoMarkets CAT and other assessments with solid RWPs
- Leads GeoMarkets CAPEX planning both FTE and NFTE (infrastructure planning).
- Asset management and optimization for the GeoMarkets
- Ensures Effective GeoMarkets Maintenance programs are in place.
- Mentors Field Quality Champions populations as required
- Ensures Segment Business systems are actively and effectively used.
- Develops of GeoMarkets Quality Plans
- Ensures Strong compliance to Segment standards and manage the exemption process
- Acting as Field Service Manager for Liner Hanger Operations.
  - Client interface
  - Develop and improve Liner Hanger Quality Control Plan
  - Manage job preparation and job execution
  - Design review

**[Mar 2012 to July 2014]**

**P.T. Dowell Anadrill Schlumberger Jakarta, Indonesia**

**Completions Field Service Manager**

## Essential Responsibilities and Duties

- Focus on segment Quality and HSE and field support by providing Segment's Line Management with continuous planning, advice, support and follow-up related to operations
- Manage integration between Smith liner hanger and Schlumberger Completions; Asset, Personnel, Inventory.
- Manage the operations of a larger or more complex product line within a Geomarket and take responsibility for the profit and loss (P&L)
- Examine and compare the cultures of the two organizations (Smith & Schlumberger) and then develop and implement a plan to address cultural issues that might affect the merger, such as shared or conflicting values, beliefs and assumptions especially on Quality and HSE.
- Responsible for oversight and enforcement of all HS&E, Quality Assurance/Quality Control, HR, Financial and Compliance policies that relate to area of responsibility
- Responsible for the segment Quality and HSE non-conformance investigation, closure and remedial work plan process, in addition to (Hazard Analysis Risk Control) HARC and exemption management
- Display exemplary HSE leadership and management, communicating a full understanding of HSE and Process safety principles, to ensuring no harm to people, company asset or the environment
- Ensures that the operating cells are adequately equipped, as per Service Segment policies, to provide adequate working and maintenance facilities
- Plans all operations with the Field Engineers and Field Specialists and provides them with the necessary assistance to ensure high quality service with the best economical and technical efficiency.
- Manage the quarterly or annual budget, compare the company's actual spending with the budget and make any necessary changes, prepare yearly financial reports, take part in monitoring the company's cash flow and ensure that requests from the accounting department are handled in a timely fashion, Supporting Advancement reports
- Manage and provide oversight to personnel development and ensure proper succession planning
- Constantly evaluates the quality and efficiency of field operations through personal observations, analysis of reports and Quality Control and determines corrective action. Conducts field visits of operations

[June 2011 to Feb 2012]

**Schlumberger WTA (M) Sdn. Bhd. Wilayah Persekutuan Labuan.**

**Completion Engineer in-Charge**

- **Position:** primary responsible for a safe and high quality service delivery to the client, and support the Field Engineers/Technicians within my operating location.

**Essential Responsibilities and Duties.**

- Lead by example & promote understanding and adherence to all safety regulations and Schlumberger QHSE policies and objectives.
- Responsible for ensuring that client requests are fulfilled in a timely and efficient manner, by conforming to both Schlumberger's standards and the customer specifications.
- To lead operating crews in the services they deliver by planning training of field staff in order to create a well-trained and motivated work force. Organize regular training meetings on new technology and specialized techniques as needed.
- Assisting planning of operations with the Engineers/Technicians to ensure high quality service with the best economical and technical efficiency
- Participate to key offshore project and operations and ensure regular wellsite visits to ensure compliance to standards.
- Review regularly the performance of all my direct reporting, and to discuss it with them during the regular performance appraisals

[Jan 2010 to May 2011]

**Schlumberger WTA (M) Sdn. Bhd. Wilayah Persekutuan Labuan.**

**Completion Senior Field Engineer**

- **Project In-charged:** Murphy- KIKEH 1<sup>st</sup> Malaysia Deep-Water Project.
  - **Position :** Completion QA/QC Coordinator for Murphy KIKEH project
- **Position:** Dedicated Completion Quality Assurance & Control (QA& QC) Coordinator for Murphy KIKEH Deepwater project

**Essential Responsibilities and Duties**

- Plans and directs activities concerned with development, application, and maintenance of quality standards for all processes, materials, and products: Develops and initiates standards and methods for inspection, testing, and evaluation, utilizing knowledge in engineering fields such as chemical, electrical, or mechanical.

- Specialize in areas of quality control engineering, such as completion design, incoming product, process control, product evaluation, product reliability, inventory control, testing, and software.
- Generating and implementing Segment specific standards, procedures, metrics, accountability systems and tracking compliance to them within the segment
- Responsible for the follow-up of deficiency related cases to ensure any service quality problems are addressed and that suitable resource are implemented in order to rectify any defect in design, documentation or at preparation and installation phase of the project.
- Prepare, update and create necessary quality documents and procedures as needed

- **Position :** DESC Engineer for Murphy KIKEH project

#### **Essential Responsibilities and Duties**

- Provide technical support to the local GeoMarket personnel to ensure the best Service Quality to Clients and ultimately service delivery of the completions field service team in Labuan.
- Responsible for the timely delivery of optimum completion and intervention design concepts and programmes, following the Well Delivery Process and ensuring all appropriate review and challenge events are completed
- Develop and propose well completion design suit client application
- Develop detailed completions operations procedures and assist in management of completion installations.
- Well Completion Tubular and Auxiliary Design programming TDAS (tubular design analysis system), Wellbuilder) and Completion Architectures
- Perform analysis on the equipment making sure that the reliability throughout lifetime of the wells
- Provide technical support to sales team on tender

[June 2008- Dec 2009]

**Completion Field Engineer**

- **Project In-charged:** Bokor Phase-II Project (PETRONAS Carigali) Dual Completion Installation
- **Position:** Completion Quality Assurance & Control (QA& QC) for BOKOR Project.

**Essential Responsibilities and Duties**

- Develop Quality plans and other required process control procedures to insure processes, work in progress and finished goods meet the specified quality and HS&E standards.
  - responsibility is to ensure the field's compliance to quality standards and processes
  - Ensure compliance with segment's quality standards, processes and procedures
  - Well Completion Tubular and Auxiliary Design programming TDAS (tubular design analysis system), Wellbuilder) and Completion Architectures.
  - Involved in dual completion installation; Equipment installed like safety valve, dual production packer, gas lift system, landing nipple and sliding sleeve.
- **Workover (Upper Completion Installation)**
    - Involved in 1st ESP-Completion installation in Malaysia in Bokor project (Bokor C) with ESP packer, safety valve, gas lift mandrel

[June 2007- May 2008]

**Field Engineer (Core Completion system)**

- **Project Undertaken**

**1) KIKEH Deepwater Project – Murphy Oil Corp**

- Onshore preparation and offshore installation with multiport production packer, deep safety valve, formation isolation valve, tubing isolation valve, chemical injection, downhole gauges, flow control valves for producer and injector wells on SPAR ( Platform Adjustable Riser) and subsea

## **2) Bokor Phase II – Petronas Carigali (PCSB)**

- Onshore preparation and offshore installation with Electrical submersible pump (ESP) packer, safety valve, and gas lift system for producer wells

### **Essential Responsibilities and Duties**

- Assign as Field Engineer in Core completion system, involving in surface and downhole tools/equipment design and selection, preparation and offshore installation
- Well Completion Tubular and Auxiliary Design programming TDAS (tubular design analysis system), Well builder, PIPESIM

**[May 2006 - Jul 2006]**

### **Liner Hanger Field Engineer Trainee**

#### **Essential Responsibilities and Duties**

- Directly involved in liner hanger preparation for offshore installation; redressed Liner hanger running tool, make up, pressure test, and final inspection
- Involved in design phase of liner hanger project; liner hanger selection system based on client requirement

### **PROFESSIONAL ACHIEVEMENT**

#### **1) Lead Operation Team Performance Initiative ( Schlumberger)**

Operations Team performance is one of the key long term strategic initiatives at Schlumberger corporate level. Indonesia is one the pilot location to implement this initiative. During a year period, organization would like to see what the different in personnel utilization by measuring the percentage of base days and field days of our field personnel, financial as well as the knowledge sharing.

A year initiative is completed and the result is so impressive. We managed to reduce the percentage of base days by 22% by having dedicated workshop crew. Also, we've successfully cross-trained our personnel (Completions) to other business system so that we could share resources in future when there is a need. This will increase personnel motivation as they are recognized as multiskilling employee at the same time help company to improve personnel utilization efficiency.



2) Project Contribution to Schlumberger Organization

- Design a Safety Valves Troubleshooting Simulator for Schlumberger training center in Abu Dhabi

3) Awarded as an outstanding performance employee each year

4) Elected as a leader of Quality Steering Committee in a year of 2009

5) Elected as Completions Loss Prevention Team

**SKILLS SET**

Operation Management, Engineering, Project Management, Financial, Quality Assurance, Project Planning, Personnel, Completion Design, Technical Support, Analytical Skills, Quality Control, Strategic Planning, Deep Water, QHSE, Decision Making, Logistic, Petroleum Engineering,

**RELATED COURSES WORK**

Basic Geosciences, Formation Evaluation, Drilling Engineering, Well Completion, Production Engineering, Reservoir Engineering, Numerical Reservoir Simulation, Economy Engineering, Petroleum Economy, Project Management, Petroleum Geology, Enhanced Oil Recovery, Waterflooding, Well Diagnosis, Material Science and Material Engineering

### FIELD WORKING EXPERIENCES

Date	Client	Rig	Well Name	Position	Comments
March 2008	Murphy	Ocean Rover	WX-12	Field Engineer	Deep-water completion installation with Q-MAX Packer, FIV, MRP Packer, SSD, and Hydro Trip Sub
June 2008	Murphy	West Setia	PS-21	Field Engineer	Deep-water completion installation with deep set safety valve (TRM), XMP packer, Packer setting device (TIVF), Landing Nipple, chemical injection, and Permanent NPQG gauge.
June 2009	Murphy	West Setia	PS-18	Field Engineer	Deep-water completion installation with deep set safety valve (TRM), XMP packer, Packer setting device (TIVF), Landing Nipple, chemical injection, and Permanent NPQG gauge.
October 2008	Petronas Carigali	Bokor C, Gait II	BO-309 (Workover )	Completion Supervisor	Single Completion installation with TRMAXX-5E safety valve Gas lift-ESP pump and D-ESP packer. (1 <sup>st</sup> ESP installation in Malaysia)
October 2008	Petronas Carigali	Bokor C, Gait II	BO-301 (Workover )	Completion Supervisor	Single Completion installation with TRMAXX-5E safety valve Gas lift-ESP pump and D-ESP packer.
October 2008	Petronas Carigali	Bokor C, Gait II	BO-304 (Workover )	Completion Supervisor	Single Completion installation with TRMAXX-5E safety valve Gas lift-ESP pump and D-ESP packer.
November 2008	Murphy	West Setia	PS-17 (Producer)	Completion Supervisor	Deep-water completion installation with deep set safety valve (TRM), XMP packer, Packer setting device (TIVF), Landing Nipple, chemical injection, and Permanent NPQG gauge.
March 2009	Murphy	West Setia	PS-08 (Producer)	Completion Supervisor	Deep-water completion installation with deep set safety valve (TRM), XMP packer, Packer setting device (TIVF), Landing Nipple, chemical injection, and Permanent NPQG gauge.

April 2009	Petronas Carigali	DD3	BO-218 (Dual String)	Completion Supervisor	Dual completion installation, with TRMAXX-5E, Gas lift mandrel and dual production packer.
April 2009	Murphy	West Setia	WS-20 (Water Injector)	Completion Supervisor	Deep-water completion installation with deep set safety valve (TRM), XMP packer, Packer setting device (TIVF), Landing Nipple, chemical injection, and Permanent NPQG gauge.
August 2009	Petronas Carigali	DD3	BO-220 (Dual String)	Completion Supervisor	Dual completion installation, with TRMAXX-5E, Gas lift mandrel and dual production packer.
November 2009	Murphy	Ocean Rover	WX-14 (Water Injector)	Completion Supervisor	Deep-water completion installation with deep set safety valve (TRC-II), XMP packer, Packer setting device (TIVF), Landing Nipple, chemical injection, and Permanent NPQG gauge.
March 2011	Murphy	West Alliance	PS-02ST (Producer)	Completion Supervisor	Deep-water completion installation with deep set safety valve (TRM), XMP packer, Packer setting device (TIVF), Landing Nipple, chemical injection, and Permanent NPQG gauge.
Feb 2012	Middle East Learning Center	N/A	N/A	Field Engineer	Design and supervise hydraulic liner hanger installation on the land rig. Lead the team during job preparation; inspection, make up, pressure test and final check on Collet Running Tool (CRT) and Hydraulic Hanger (HCHR) system.

**PROFESSIONAL TRAINING AND EDUCATION HISTORY**

<b>YEAR</b>	<b>Qualification</b>	<b>Location</b>	<b>Comments</b>
2024	ESQ 3.0 Coaching Certification	Kuala Lumpur, Malaysia	
2024	Personal Transformation Program (Batch 133)	Kuala Lumpur, Malaysia	
2024	Personal Transformation Program (Batch 132)	Kuala Lumpur, Malaysia	
2024	Personal Transformation Program (Batch 131)	Kuala Lumpur, Malaysia	
2024	Mission Statement & Character Building, Self Controlling & strategic Collaboration	Kuala Lumpur, Malaysia	
2022	INTERNATIONAL SAFETY MANAGEMENT (ISM) CODE AWARENESS TRAINING	Kuala Lumpur, Malaysia	
2022	DESIGNATED PERSON ASHORE (DPA) TRAINING	Kuala Lumpur, Malaysia	
2022	ISM, ISPS & MLC INTERNAL AUDITOR COURSE	Kuala Lumpur, Malaysia	
2022	ISO 9001:2015 QUALITY MANAGEMENT SYSTEM INTERNAL AUDITOR TRAINING	Kuala Lumpur, Malaysia	
2021	ISO 9001 2015 INTERNAL AUDITOR	Kuala Lumpur, Malaysia	
2020	ISO 9001:2015 Awareness	Kuala Lumpur, Malaysia	
2019	HACCP Internal Audit	Kuala Lumpur, Malaysia	
2019	HACCP Awareness	Kuala Lumpur, Malaysia	
2016	Internal Auditor ISO 9001:2015	Kuala Lumpur, Malaysia	
2016	ISO 9001:2015 Awareness	Kuala Lumpur, Malaysia	
2015	Completion Project Management (CPM)	Port Harcourt, Nigeria	

2015	ISO 9001:2008 Internal Auditor	Lagos, Nigeria	
2013	Line Management ( Field Service Manager)	Houston, USA	A complete review of Schlumberger and Completions-specific business processes of people management, working knowledge of basic management skills on day-to-day job of a line manager, conflict resolution, etc
2013	QHSE Level III	Kuala Lumpur, Malaysia	Schlumberger premium HSE course for managers to enhance managers HSE leadership skills utilizing a systematic approach and to understand the tools and resources available and how to influence and drive employees behavior in order to achieve company goals
2013	Operation Team Performance (OTP)	Jakarta, Indonesia	Understanding on how to manage people efficiently (Operating day per head, OPD) Personnel utilization and their productivity, multiskilling, share resources between organization to optimize personnel utilization within company
2012	Sand Control Management Advance	Jakarta, Indonesia	Understanding of SLB new technology in managing sand in the wellbore while optimizing production
2012	Liner Hanger Technical Training	Schlumberger Middle East Learning Center, Abu Dhabi	Understanding of liner hanger operations and installation Best in class
2011	LEAN Level 2	Labuan, Malaysia	
2010	Managing and Leading Your People	Schlumberger Cape Town, South Africa	Soft skills on managing and leading people effectively.
2010	Isolation Valve Course	Schlumberger Labuan, Malaysia	Isolation valve certification course.

2009	Completion Expert Course for Field Engineer	Schlumberger Europe Learning Center Melun, France	Completion Technical School
2009	Basic PIPESIM Course	Schlumberger Europe Learning Center Melun, France	Production performance with reflect to tubing size selection
2009	Leader of Completions Quality Steering Committee	Labuan, Malaysia	local quality leader, lead Quality meetings and be a key member of location Quality Steering Committee
2009	Basic Sales and Marketing Training	Schlumberger Europe Learning Center Melun, France	Introduction to sales by Schlumberger
2007	Advance Completion Course for Field Engineer	Schlumberger Europe Learning Center Melun, France	Completion Technical School, Introduced to Quality Control plan, ISO and API oilfield standard (Module No. CPS_CC_FE_3.11)
2007	COM1	Schlumberger Europe Learning Center Melun, France	Overview of oil and gas industry
2003	Bachelor of Petroleum Engineering	Universiti Teknologi Malaysia Skudai, Johor	Thesis: Gravity Assisted Gravity Drainage study on Enhanced Oil Recovery Method used in Industry 2nd Class Upper CPA : 3.42
2002	Physics Engineering	Kolej Matrikulasi Negeri Sembilan (KMNS) Kuala Pilah, Negeri Sembilan	1st class CPA :3.81