

# MUNEF SHUGAA

ADDRESS: DIPLOMATIC AREA, HADDAH ST., SANA'A REPUBLIC OF YEMEN  
PHONE: 967.776.511.433 / 967.711.667.158 EMAIL: MUNEEF72@GMAIL.COM



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## PERSONAL INFORMATION

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Date of birth: March , 1972  
Place of birth: Taiz, Yemen  
Gender: Male  
Civil Status: Married  
Nationality: Yemeni  
Languages: English and Arabic

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## QUALIFICATIONS PROFILE

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**Analytical and results-oriented professional, offering more than 20 years of experience in operations management, quality assurance, contract negotiation, and drilling performance; complemented with hands-on experience in both operator and contractor in the oilfield industry.** Adept at administering operator's operations, drilling and service contracts, planning, optimizing drilling operations, and reviewing projects schedules. Highly skilled at identifying and solving problems by developing innovative solutions. Equipped with solid communication aptitudes essential in coordinating various departments processes to guarantee efficient flow of information and work process.

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## EDUCATION AND CREDENTIALS

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**Master of Science in Petroleum Engineering:** 2016 ■ Heriot-Watt University | Kuala Lumpur, Malaysia  
**Bachelor of Science in Electrical Engineering:** 1996 ■ Sana'a University | Sana'a, Yemen

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## PROFESSIONAL EXPERIENCE

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**PETROMASILA (BLOCK 53) • Yemen**

**Drilling Manager (Block 53)** Feb 2017–Present

- Assess Block 53 existing and future drilling programs in the company.
- Analyse and approve drilling programs for Block 53 which included well plans, expenditure requests (AFEs) approval, as well as casing and drill string design. Manage all drilling activities in Block 53.
- Review the wells integrity for Block 53 and provide the required recommendations to improve the drilling program and casing design for the field.
- Prepare all drilling programs for Block 10 which included well plans, expenditure requests (AFEs) approval, as well as casing and drill string design. Supervise all drilling activities in Block 10.

**DOVE ENERGY LIMITED • Sana'a, Yemen**

**Deputy General Manager and Drilling Manager** Jul 2012–Jan 2015

- Acted as general manager during his absence from Yemen.
- Managed Dove's daily operations meetings.
- Represented Dove Energy as a focal point with Governmental Agencies.
- Managed the responses to the Ministry / PEPA Correspondence in a timely manner.
- Participated in the preparation of Block 53's annual work programs & budgets.
- Participated in meetings with government authorities; the Petroleum and Exploration Production Authority (PEPA) and the Ministry of Oil & Minerals (MOM). There were extensive negotiations with PEPA/MOM prior to their approval of Block 53's annual work programs & budgets.
- Prepared monthly reports for DOVE Board.

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- Responsible for labour relations with Dove's Yemeni workforce.
- Managed Dove Energy's day to day drilling and workover activities.

DOVE ENERGY LIMITED • Sana'a, Yemen

## Drilling Manager

Jun 2011–Jul 2012

- Administered all drilling and workover activities along with arrangement and assessment of tenders for drilling and contractors.
- Communicated with petroleum exploration and production authority (PEPA) and the company head office in the United Kingdom for proposals and drilling programs approval as well as daily work over and drilling activities.
- Demonstrated adeptness in managing the following initiatives:
  - Drilling operation in a safe and professional manner to reduce personnel risk, company property, and environment;
  - Contracting process for drilling and workover rigs with all associated services for well construction projects in accordance with company policies as well as general manager and joint operating committee;
  - On-time mob and de-mob of all rigs, personnel, services, and materials; and
  - Day-to-day drilling, completion, and workover operations.
- Generated recommendations for company general manager and PEPA approval in the single sourcing of services with valid technical and commercial justifications.
- Performed key tasks in guaranteeing the following:
  - All drilling-related contracts;
  - Well surface location surveying procedures;
  - Correct distribution of all final well reports encompassing electric wire-line logs;
  - Updated certification for the infield equipment, rigs and personnel; and
  - Proper training for Yemeni field and office personnel.
- Ensured maintenance of the highest ethical standards for contract process management.
- Established well construction objectives for piece of proposed wellwork.
- Obtained well objects and delivered cost estimates and operation timetables for the management approval through conceptual design preparation.
- Oversaw any changes to the final and issue programs by utilizing formal change procedures.
- Assumed accountability in receiving, inspecting, and editing all daily drilling and workover reports in a daily basis.

DOVE ENERGY LIMITED • Sana'a, Yemen

## Senior Drilling Engineer

Dec 2008–Jun 2011

- Organized drilling and workover programs encompassing well plans, expenditure requests (AFEs) approval, as well as casing and drill string design.
- Analysed tenders along with materials inventory follow-up.
- Supported the drilling manager in outlining and performing current drilling campaign.
- Took charge of preparing drilling programs and end-of-well reports when needed.
- Developed wells encompassing AFE's, casing design, cementing programs, and hydraulics.
- Guaranteed the availability of materials and equipment for operation.
- Examined operational safety and health and safety executive (HSE) in the company.
- Studied results of the previous and upcoming operations and plans with company drilling manager to meet requirements.
- Keenly assessed past operations and generated recommendations for future efficiency.

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## SCHLUMBERGER • Various Locations

**Drilling Engineer** | Various Locations, Middle East Jan 2007–Nov 2008

- Managed day-to-day client support and arranged technical, logistical, and financial aspects with regard to company directional drilling accounts.
- Executed drilling optimization functions to SLB's major clients.
- Maintained active involvement with in client long-term drilling programs.
- Offered technical sales support and carried the value of technology and interpretations.
- Ensured the compliance of well plans, designs, and drilling programs within SQ, HSE, IT policies and procedures, as well as customer and local regulations.
- Played an instrumental role in personal reviews on audits to understand and implement policies and standards.
- Reviewed all aspects of drilling performance while maintaining database to capture and share lessons.
- Gathered information to oversee performance indicators (KPIs) and measure the quality and cost effectiveness of the benchmark SLB (D&M) drilling performance.
- Delivered real-time monitoring with decision support to the Drilling Team to boost the performance.

## EARLIER CAREER

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### SCHLUMBERGER • Various Locations

**Directional Drilling Engineer** | Various Locations, Yemen Jun 2005 – Jan 2007

**Senior Logging While Drilling Engineer (LWD)** | Various Locations, Yemen Oct 2004 – Jun 2005

**Senior Logging While Drilling Engineer (LWD)** | Balikpapan, Indonesia Feb 2004 – Oct 2004

**Drilling Service Engineer (MWD/LWD)** | Various Locations, Yemen Feb 2001 – Feb 2004

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### PUBLIC ELECTRICAL CORPORATION • Sana'a, Yemen

**Site Supervisor Electrical Engineer** Apr 1999 – Feb 2001

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### RAYMAN TRADING & CONTRACTING COMPANY • Sana'a, Yemen

**Site Electrical Engineer** Jan 1996 – Apr 1999

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## PROFESSIONAL DEVELOPMENT

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Drilling Services Engineer Seminar | Formation Evaluation Seminar | Directional Drilling Seminar  
Drilling Engineering Seminar | Well Control IWCF Course | Various HSE and SQ Courses