

FRED UKPONG DICK

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WORK EXPERIENCE

GEE PAUL RESOURCES - Eket, Akwa Ibom State.

2019 – 2020

Draftsman

1. Upraised productivity 13% by reviewing data and drawings to check for errors, completeness or accuracy.
2. Prepared and assembled detail drawings on the basis of the information and instruction provided from sketch to AUTOCAD drawings and 3D drawings.
3. Created and assisted in daily drawings or drawing revisions. This was often required as 9/10 drawings get reviewed.
4. Supervised and guaranteed as-built drawings were structured in the prescribed computer sheet provided by the client e.g. A3 sized sheet, sometimes also assisted in project close-outs.
5. Ensured 100% company standards is maintained and incorporated into every engineering design, as this promotes company values.
6. Enforced strict compliance to safety rules, and precaution by organizing toolbox talks, office exercises (ergonomics) this reduced LTI by 90%.

SOFTOUCH CONCEPTS - Eket, Akwa Ibom State.

2015 – 2019

Head of Operations, Branding, Advertising & Multimedia

1. Supervised and ensure 20+ jobs are executed to meet daily goal by getting involved in the entire design-to-print process.
2. Managed printing and publication of various promotional items to include: coverall branding, T-shirts, fez cap, fire retardant materials, corporate brochures, invoices, office stationaries – letterhead, business cards, magazines, flyers, calendars, customized gift items – biros, umbrella, key rings using *CorelDraw*, *Adobe Photoshop CS6 or CC* and *Illustrator* applications.
3. Created amazing print and digital ads that portrays the company's values. (billboard - construction and installation, reflective sign art, road signs, safety signs, branded canopy, 3d led illuminated text, etc.)
4. Increased the company's profit by 32.3% through advertisement and marketing ideas.
5. Oversee, direct, vet written scripts and develop advertisement videos using *Adobe Premier Pro CS6* to promote company brands.

FRONTIER OIL LIMITED - Uquo, Esit Eket, Akwa Ibom State.

2014 – 2015

Safety Officer, Itarharson Enterprises (Uquo Land Rig)

1. Assisted safety manager with interpretation and implementation of all facets of risk management.
 2. Developed technical safety training materials and conducted safety management training for supervisory and management personnel.
 3. Enforced safety goals by making sure PPE were worn by all times and ensured no loss time incidence is recorded by recommending safe processes and equipment changes which could affect productivity.
 4. Revised safety procedures, trainings, safety drills and other quality improvement measures.
 5. Safety programs were continuously evaluated by me and areas of improvement and strategies were identified and developed to improve these areas.
 6. Made sure nobody gets hurt by enforcing 100% safety gears, no shortcuts, no hazards. Zero LTI.
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PROFESSIONAL DEVELOPMENT

2020 Diploma in Interior Design

2016 Exxonmobil Permit-To-Work Training, Permit Holder

TTC, Mobil Airstrip Eket

1. Electronic Permit to Work - ePTW
 2. Electronic Job Safety Analysis - eJSA
 3. Work Management System – WMS
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Occupational Safety & Health Professional - OSHA

2013 – 2014

OSHAcademy, 1915 NW AmberGlen Parkway, Suite 400, Beaverton, Oregon 97006, USA.

- 700 Introduction to Safety Management
 - 701 Effective Safety Committee Operations
 - 702 Effective Accident Investigation
 - 703 Introduction to OSH Training
 - 704 Hazard Analysis and Control
 - 705 Hazard Communication Program
 - 706 Conducting a Job Hazard Analysis
 - 707 Effective Safety Committee Meetings
 - 709 Personal Protective Equipment
 - 710 Energy Control Program - LOTO
 - 711 Introduction to Ergonomics
 - 712 Safety Supervision and Leadership
 - 713 Confined Space Program
 - 714 Fall Protection Program
 - 715 Electrical Safety Basics
 - 716 Safety Management System Evaluation
 - 717 Emergency Action Plans
 - 718 Fire Prevention Plans
 - 719 Fleet Safety Management
 - 720 Preventing Workplace Violence
 - 721 Developing OSH Training
 - 722 Ergonomics Program Management
 - 723 Conducting OSH Training
 - 750 Introduction to Industrial Hygiene
 - 755 Bloodborne Pathogens
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EDUCATION:

- Heritage Polytechnic, Ikot Udo, Eket, LGA
Higher National Diploma (**HND**) (Computer Science) 2018 to 2020 (In-view)
 - Heritage Polytechnic, Ikot Udo, Eket, LGA
National Diploma (**ND**) (Computer Science) 2013
 - Government Secondary School, Afaha Eket, Eket L.G.A
Senior School Certificate (**SSCE**) 2003
 - Divine Nursery & Primary School, Afaha Uqua, Eket LGA
First School Leaving Certificate (**FSLC**) 1995
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SKILLS:

Soft: Business Development, Emotional Intelligence, Problem-solving, Innovation, Team Work

Technical: CorelDraw, Adobe Photoshop, Adobe Premier Pro, AutoCAD, Microsoft Office Suite (Project Included), Networking, Troubleshooting, WordPress, Safety, Basic HTML, Interior Design, Creativity.

INTERESTS:

Reading, Football and Chess

PERSONAL DATA:

- Date of Birth: September 27, 1985
- State of Origin: Akwa Ibom
- Local Govt. of Origin: Eket
- Nationality: Nigerian