

# **CURRICULUM VITAE OF MAZNAH KASSIM**

## **PRESENT ADDRESS:**

11 Jalan Putra Bahagia 8/3E, Putra Heights  
47650 Subang Jaya, Selangor DE  
MALAYSIA  
Tel (h/p): +60192788617  
E-mail: [maznahkassim@gmail.com](mailto:maznahkassim@gmail.com)

## **EDUCATION**

- *Masters in Business Administration*  
Universiti Teknologi Mara, Shah Alam, Selangor (2000 - 2002)
- *B. Sc. (Hon.) in Mathematics*  
Universiti Kebangsaan Malaysia, Bangi, Selangor (1988 - 1992)

## **TRAININGS**

- *Understanding KPI & Conducting Effective Reviews*  
Malaysian Institute of Management, October 2024
- *Mitigating corruption risks to your business: Developing anti-corruption policies and strategies*  
UN Global Compact (UNGC) Academy, 2023
- *Risk Management Conferences, Seminars, Webinars*  
2013 - 2021
- *Integrated Management System: Internal Audit Training*  
In House Training, July 2020
- *Integrated Management System: HSE Legal Awareness*  
In House Training, June 2020
- *Schedule / Primavera Risk Analysis*  
In House Training, April 2018
- *Train The Trainer*  
Fadzilah Kamsah Academy, April 2016
- *Business Continuity Management*  
2012
- *Bow Tie Risk Management Masterclass*  
T.U.N. International, March 2011
- *Tripod Beta Analysis Masterclass*  
T.U.N. International, March 2011
- *Project Risk Management for Technical Professionals*  
IQPC Training, June 2006
- *Cross Functional Process Mapping Workshop*  
Motorola University, September 2005
- *Risk Management System & Implementation Framework Seminar*  
Mega Corporate Services Sdn Bhd, July 2005

- *Risk Based Auditing*  
FIK International, July 2003
- *Enterprise Risk Management Regional Conference*  
FIK International, October 2002
- *ISO 9001:2000 Transition Auditor Course*  
IRCA Registered. QMI Quest (SEA) Sdn Bhd, July 2003
- *Certified Lead Auditor*  
IRCA Registered Lead Auditor Training Program/AOQC Training Quality Assurance Auditor  
AOQC Moody International, September, 1998

## **WORKING EXPERIENCE**

### 1) December 2017 – April 2025

Position: Head of Department / Senior Manager, Risk Management  
Setia Utama LRT 3 Sdn Bhd (Formerly known as MRCB George Kent Sdn Bhd)  
Block A, Level 3, Lot RA-17, Blok Komersial Vivo 9 Seputeh,  
No. 29, Jalan Teluk Datok Off Jalan Klang Lama, 58000 Kuala Lumpur

#### Responsibilities:

- Facilitate the development of Project Risk Management Plan as required by the Employer's Requirements, including risk tools templates
- Facilitate and ensure the Project Risk Management Plan is implemented and maintained through periodic review and improvement at Project Delivery Partner (PDP) and turnkey contractor levels in compliance to the Employer's Requirements and Agreement
- Ensure Project Risk Management Plan is in accordance with the ISO31000 Risk Management Principles and Guidelines and Integrated Management System
- Monitor and advise on work package contractors' risks for consolidation exercise and deliberations at PDP/program level
- Report and advise on PDP/project risk management activities, progress and status to PDP/ Project Management and Employer
- Lead and motivate staffs in risk management, to be aligned towards project goals and success
- Develop integrity procedures on whistleblowing and anti-bribery & corruption, in-line with shareholders' drive and corporate policy
- Point of contact and coordinating shareholder's internal audit activities
- In the bidding team focusing on risk management strategy for new proposals/projects

#### Project:

- Construction and completion of Light Rail Transit Line 3 (LRT3) from Bandar Utama to Johan Setia (KVLRT3)

### 2) Year: February 2016 – November 2017

Position: Project Risk Manager  
TechnipFMC, Kuala Lumpur

Responsibilities:

- Monitor risk management assurance, processes and deliverables for Refinery packages under RAPID Project
- Monitor and advise the project packages on risks using Active Risk Manager (ARM) system
- Report and advise on sector's risk management activities, progress and status
- Coordinate and participate in package risk management reviews and contractor risk workshops
- Facilitate package risk assessment workshops and ad-hoc risk assessments
- Train and guide Risk Focal Persons at package level on Active Risk Manager (ARM) system and Risk Management Process
- Involve in Schedule Risk Analysis activities for Refinery packages

Project:

- Refinery and Petrochemical Integrated Development (RAPID)
  - Package 1 - RFCC, LTU, PRU [CTCI]
  - Package 2 - CDU, ARDS, HCDU [SINOPEC]
  - Package 3 - KHT, DHT, NHT, CNHT, CCR, HPU, RPSA, SGP [TR]
  - Package 4 - ARU, SRU, SWS, LSSU & SSU [PETROFAC]
  - Package 22 - Tank Farm [PUNJ LLOYD]

3) Year: October 2012 – January 2016

Position: Head of Department / Assistant General Manager, Risk Management  
Bumi Armada Berhad, Kuala Lumpur

Responsibilities:

- Manage full spectrum of risk functions, both at the corporate and project levels (local and international)
- Responsible for the set-up of enterprise risk management framework of the organization, including risk management plan for international projects
- Ensure the risk management framework is implemented and maintained
- Ensure enterprise risk reporting inclusive of consolidated risks from projects
- Lead and motivate staffs in risk management, to be aligned towards corporate goals and success
- Create risk awareness to business units, support units, project management teams, clients and subsidiaries and ensure risk culture is embedded in the organization
- In attendance to the Risk Management Committee meetings

Projects:

- FPSO Armada Sterling Contract for ONGC of India, D1 field offshore Mumbai, India.
- FPSO Armada Claire Contract for Apache Energy Ltd, Balnaves field, north-west Australia.
- FPSO Armada Sterling II Contract for ONGC of India, Cluster-II field, east coast of Kakinada, Offshore India.
- FPSO Armada Kraken Contract for EnQuest, North Sea Kraken Field.
- FPSO Contract for Husky-CNOOC Madura Limited, Madura BD Field, Offshore Indonesia.
- FPSO Contract for eni Angola S.p.A, Block 15/06, East Hub of Angola.

4) Year: December 2011 – October 2012

Position: Head of Department / Senior Manager, Risk Management  
Malaysia Marine and Heavy Engineering Sdn Bhd, Kuala Lumpur

Responsibilities:

- Manage full spectrum of risk functions, both at the corporate and project levels
- Responsible for the set up of risk management framework of the organization
- Ensure the risk management framework is implemented and maintained
- Lead and motivate staffs in risk management, to be aligned towards corporate goals and success
- Create risk awareness to Project Management Team/Clients/Subsidiaries
- Develop and implement project risk assessment and process
- Secretariat to the Risk Council

5) Year: 2006 – Sept 2011

Position: Head of Project Risk/Senior Lead Risk Engineer  
TL Offshore Sdn Bhd (A Subsidiary of SapuraKencana Petroleum Bhd)

Responsibilities:

- Create risk awareness to Project Management Team/Clients/Subsidiaries
- Develop and implement project risk assessment
- Ensure Construction Risk Assessments/ HAZID/HIRARC/ Project Risk Assessments are carried out with various clients and PMTs
- Ensure timely reporting of assessments done
- Ensure follow up on mitigation measures identified in Risk Registers are carried out in timely manner
- Ensure compliance to relevant procedures
- Ensure staff are trained with adequate risk skills
- Benchmarking and improvement on risk processes
- Ensure smooth risk process in fulfilling request from PMTs/Clients

Projects:

- 2011 – 2012 Risk Manager for Petrofac Energy Development International Limited, on transportation and installation of pipelines, structures and FPSO  
(i) Berantai project
- 2010 – 2012 Risk Manager for SSB/SSPC, Transportation and Installation of Offshore Facilities  
(i) F23 Structures & Pipelines  
(ii) F28 Structures & Pipelines  
(iii) Cilipadi Structures & Pipelines  
(iv) St Joseph Structures & Pipelines
- 2010 – 2012 Risk Manager for PCSB, Transportation and Installation of Offshore Facilities  
(i) Tangga Barat cluster development project  
(ii) Kumang cluster development project  
(iii) Dulang development project  
(iv) Bokor development project

- 2010 – 2012 Risk Manager for Murphy Oil Company, Transportation and Installation of Offshore Pipelines
  - (i) Sarawak gas development project
- 2008 – 2009 Risk Manager for CPOC, Transportation and Installation of Platforms and Bridges and EPCIC of Offshore Pipelines for JDA Block B-17 Field Development
- 2006 – 2009 Risk Manager for PCSB 2004 – 2006 Transportation and Installation of Offshore Facilities (Extension) contract.
  - (i) Kinabalu development project
  - (ii) Kumang cluster development project
  - (iii) 2009 SBO pipeline replacement project
  - (iv) 2009 PMO pipeline replacement project
  - (v) D1 cluster development project
  - (vi) Tangga Barat cluster development project
  - (vii) SKO pipeline replacement project

6) Year: 2001 – 2005

Position: Risk Management/Senior Quality Executive, Business Practice Division, SapuraCrest Petroleum Bhd

Responsibilities:

- Undertake researching, attended queries, preparing and promoting risk awareness and good practice in risk management.
- Involve in establishment and implementation of Risk Management System for the organisation. A member of the Risk Management Working Committee during the initial stage of the system development in early 2002.
- Maintain the Risk Management System framework (manual and guidelines)
- Monitor overall risk management matters and risk profiles for the group, as well as coordinate workshops and risk management activities.
- Prepare reports to Risk Management Committee and Board of Directors on risk exposures.
- Conduct periodic quality audits, both onshore and offshore.
- Act as auditor and lead assessor during quality audits.
- Assist in development of procedures for subsidiaries – projects, client's requirements, ISO certification, and integrated management system.
- Assist in process mapping; development and implementation of manuals, procedures and guidelines for organisation-wide, such as Limits of Authority, Related Party Procedure, Tender Administration Procedure etc.

7) Year: 1999 - 2001

Position: Senior Executive, Marketing & Business Development  
KUBTRUS Sdn Bhd, Kuala Lumpur (Subsidiary of KUB Malaysia Berhad)

Responsibilities:

- Act as Special Assistant to the Chairman and assist on women projects.
- Represent the company at Cosmetic, Toiletry and Fragrance Association of Malaysia.
- Develop and maintain procedures and policies.
- Work/liaise with suppliers on quality, features and orders.

- Develop A&P budget and promotions, conceptualise and implement A&P programmes; brand development and positioning.
- Source for new products; conduct feasibility study on new products.
- Carry out market research and analysis.

8) Year: 1997 - 1999

Position: Quality Consultant  
Insema Group of Companies, Kuala Lumpur

Responsibilities: Conduct quality training and consultancy (ISO 9000 series, quality tools, ISO certification).

9) Year: 1995 - 1997

Position: Research/Marketing Support Executive  
Kodak (Malaysia) Sdn Bhd, P. Jaya

Responsibilities:

- Market Research - identifies research needs, does short surveys, and writes research briefs, liaisons with research companies on research projects, monitors research performances and interprets findings.
- Marketing Information - timely production of reports, establishes external information gathering, supporting IS Department to smoothen information generation.
- Business/Product Planning - participates in business/product planning sessions.
- Support to Marketing Communications - performs all tasks that may be assigned related to the implementation of advertising campaigns, special events, public relations and promotions.
- Advertising Budget - generates and handles advertising budget based on annual planning sessions, acts as support to Accounts Department on budget related matters.
- Projects - The Mail-Kodak Beauty (in Malay Mail); Metro-Kodak Personaliti (in Harian Metro); The Malaysian Images (in Sunday Style); Kodak Phone Card Promotion; Kodak Movie Promotion; Kodak Scratch & Win Promotion.

10) Year: 1992 - 1994

Position: Operations Executive  
MAB Environmental Consultants Sdn Bhd, Kuala Lumpur

Responsibilities: Experience in environmental studies, project planning, coordination and management.