

# JOMANA ZEEB

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## CERTIFIED QUALITY LEAD AUDITOR ISO:9001

### PROFESSIONAL SUMMARY

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A professional background in quality and process management in leading continual improvement for quality, health and safety, security, and environmental management systems to ultimately achieve customer satisfaction and expand organizational profitability.

### EDUCATION

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**Bachelor of Science –Chemistry**-Lebanese American University, Lebanon

**Pre-pharmacy**- University of Cincinnati

**Certified Quality Lead Auditor**-British Standard Institute,Kuwait

**Certified Quality Auditor** -American Standards for Quality – ASQ,USA

**Six Sigma - Green Belt**- ILL, Toronto

**Project management** - Kerzner approach- ILL, Toronto

**Process management**- Excel, Kuwait

**ISO:TL-9000**-Excel, Kuwait

**Welding Nuclear & Safety culture Indoctrination Training** - NQA\_1, ASME, CSA N299<N285 -Smith Associate Consulting Group -Oakville

### PROFESSIONAL EXPERIENCE

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#### Quality Assurance Lead: Hooper Welding

24th October 2025 to 28th January 2026

- Assist in monitoring and preparing for audits related to N285.0, CSA N299, NQA-1, Section III, Section VIII audit programs.
- Develop an internal quality audit plan and perform internal audits in accordance with applicable quality program manuals, procedures, work instructions.
- Provide reporting and follow up for NCRs, CARs, SCARs. Perform and document Verification of Effectiveness, Root Cause Analyses, and Apparent Cause Analysis.
- Generating, and providing assistance with the closure of internal and external audit corrective actions
- Prepare content of Management Reviews and follow up on previous Management Reviews Lessons Learned.
- Preparing, writing and analyzing quality requirements for Nuclear Quality Manuals, SOPs and Forms.
- Assess suppliers compliance with quality requirements, evaluate their programs, records, documentations and monitor Approved Supplier List
- Prepare and deliver comprehensive audit reports, including recommendations, observations, findings, and restrictions, to relevant stakeholders and management
- Support corrective action processes by reporting findings, tracking resolutions, and verifying effectiveness of implemented actions
- Support QA/QC activities including QMS records such as ITPs, WSB and Qualifications
- Making sure that QMS records are authorized by TTSA, CRN and having the right markings.
- Provide coaching and mentoring to personnel on various quality programs during the audit and in responding to corrective action reports
- ASME Section III BP&V Nuclear and Non-Nuclear Construction Codes including related CSA N285, N286 and N299 Code experience

#### Quality Supervisor -A.O. Smith Enterprises Ltd , Stratford, Canada

2020 Feb. 21<sup>st</sup> till 2024 Oct. 18th

- Established an improved Quality program to be compliant with ISO: 9001:2015, was a leader in getting a Gold award for quality.
- Managed the company quality assurance and quality control and quality inspection programs.
- Applied and participated in product testing and launch.
- Implemented improvements tools such as Six Sigma, A3 thinking, 8 steps problem solving, FMEA tool and Value stream mapping.
- Implemented and managed the Internal systems auditing, including participating in the corporate internal exchange audit.
- A master user for ETQ modules for Document & record control, CAPA, PA, PPAP, deviations, Audit module system
- Conduct internal Quality and Supplier assessments audits for Corporate A.O.Smith as per assigned schedules.
- Was responsible for managing the calibration records as per ISO 1702 using capability, R&R gauge and calibration schedules.
- Supervising the quality of special processes that includes washers, chemical conversion coating and powder paint booths. Chemical and analytical testing.

#### Technical Specialist, NTS, UNITEK, Virginia, USA

2018-Feb. 21<sup>st</sup>, 2020-Feb. 20th

*Provide contract services in varying lengths to the US based company to assist with quality audits for their Ontario clients.*

- Process audits, survey, and assessments for assigned tasks and audit reporting as per ISO AS9001
- Following up on preventative and corrective actions based on technical inspection.