




**Robert Smith**  
profession



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## Overview of Qualifications

- Self-motivated professional with 15 years of experience in Semi-Submersible Rig Operations.
- Expert at ballast control operations, payroll administration, equipment maintenance and repairs.
- Effective in technical calculations required for the safe operation of the drilling units.
- Versatile and proactive problem solver with excellent multi-tasking skills.
- Highly adaptable to ever changing circumstances when engaging any project plans.

## PROFESSIONAL EXPERIENCE

**Diamond Offshore Drilling, Inc., Houston, TX**

**Ballast Control Operator I & II • Jun 2003 – Oct 2014**

- Performed stability calculations; maintained the rig in a safe and stable conditions.
- Maintained the proper trim of the drilling unit at all times utilizing approved ballast control methods for draft and trim corrections.
- Assisted with marine operations including ballast control, administration and maintenance.
- Served as a System Administrator, ensuring all signatures were present on the permit.
- Coordinated with the Barge Captain finding preventive maintenance orders or projects.
- Oversaw the monthly work orders completion and entry for the Marine Department.
- Completed and sent weekly payroll; maintained records and log book.
- Managed the timely completion and submittal of monthly reports.

**Diamond Offshore Drilling, Inc., Houston, TX**

**Marine Roustabout I & II • Nov 1999 – Jun 2003**

- Provided assistance and support to the Barge Captain.
- Performed daily pump room checks, ensuring the equipment was properly functioning.
- Performed troubleshooting, minor maintenance and repaired equipment.
- Supplied equipment to rig floors as requested, and provided assistance to roughnecks.

## EDUCATION

Name of the Educational Establishment, City, State

**Degree** • Graduation Date

Name of the Educational Establishment, City, State

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## TRAINING

- Annual Medic Assessment
- Working At Heights
- Rig Maintenance System Training
- Survival Craft Proficiencies
- Emergency First Aid/STCW
- Personal Safety & Social Responsibility
- WWC Ballast Control Operator
- Permit to Work Supervisor
- Environmental Awareness
- Able Seaman Course
- Stability & Ballast Control
- Advanced Firefighting
- United States Merchant Marine Office
- Stability Refresher Stability
- Check Six Training
- Helicopter Underwater Egress Training
- Personal Survival Techniques
- Basic & Advanced Ship Field Firefighting
- Crosby Riggers Training
- Confine Space Training

## CERTIFICATIONS & LICENSURE

- Transportation Worker Identification
- Ballast Control Operator
- Able Seaman
- STOP Program Certification
- Job Safety Analysis
- Roustabout 1 Topas