**SAFETY OFFICER**

**Bachelor’s degree – B.Sc | Diploma in Safety Management**

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**SAJID**

**HEALTH SAFETY & ENVIRONMENT (HSE) PROFESSIONAL**

Offering **10 years** of accomplished experience as a **Safety Officer** in overseas in Oil & Gas, Construction, Refinery, Constructions industries (Pre-commissioning / Commissioning, Startup & Operation)

**SUMMARY**

* Competent, diligent & result oriented Safety Health & Environment Management Professional, offering 10 years of developing **Safety** management system, conducting compliance audits, advising on **Safety** requirements and maintaining sound **Safety** standards as per management system guidelines and statutory compliance**.**
* Adapt and developing safety plans, overseeing implementation as well as conducting field safety survey, site safety surveillance and auditing for compliance.
* Proven Process and People Management skills, leadership skills, successfully manage multiple priorities, and perform under pressure in a fast-paced, rapidly changing environment.
* Efficient in devising significant solutions, managing day to day operations and initiatives for maintaining sound environment and safety management.
* Conversant with safety issue on all activities.

**Core Competencies**

♦ Health & Safety Management ♦ Risk assessment ♦ HAZOP ♦ Construction Safety ♦ Behavior Safety/ Contractor Safety Management ♦ Hazard identifications ♦ Accident/incident investigation♦ Training & Development ♦ Process Safety Management ♦ PTW ♦ Health & Hygiene ♦ Documentation & Reporting

**PROFESSIONAL EXPERIENCe: 10 years (oil & gas, refinery, CONSTRUCTION industries).**

PRESENT COMPANY - **HABTOOR LEIGHTON GROUP (HLG) UAE**

DESIGNATION : **SAFETY OFFICER**

DURATION : FEB 2016 TO PRESENT

PROJECT : AUP PROJECT

LOCATION : ABU-DHABI

CLIENT : ZADCO

**Key Responsibilities**

* Maintain and control daily **Safety** practices with regular checks of work sites, ensure that hazards are identified, precautionary measures are taken and advice trades Supervisors on **Safety** matters.
* Coordinating with project team. **Safety** implementation, Monitoring & ensuring safe area, equipment & work activities at site through inspections, walk troughs, permit to work follow ups and audits Conducting toll box talks & Safety training for employees and sub contractors. Analyzing risks and prioritizes corrective and preventive actions and advice site management accordingly ensuring that all pending **Safety** actions are closed out effectively investigating all actual and potential accidents/ incidents and report, PTWs /emergency response exercises. Maintain documentation, reports and presentations including corrective and preventive action close outs of Construction Maintenance Operational onshore offshore projects. Lifting Rigging scaffoldings man lift crane heavy equipment, JCB, Graders, Drum Rollers, and tools inspection Attend weekly monthly **Safety** meeting with clients. To achieve maximum efficiency along with zero incident and accident in workplace.
* Carry out safety inspection tours for all areas, identify hazards and provide recommendations.
* To promote **Safety** awareness among all the workforce at Plant through **Safety** trainings programs, **Safety** bulletins, handout and flyers etc.
* Ensuring safety in lifting operation, tank erection, hydro test, blasting & painting etc.
* Coordinate and participate in identifying and evaluating hazards/risks and recommend measures to reduce them.
* Investigate all industrial and non-industrial incidents and accidents involving personnel, plant and equipment including dangerous occurrences. Analyze causes, determine future action to reduce these occurrences, prepare and maintain statistical records of all incidents. Prepare the related periodic reports highlighting and analyzing problem areas and recommending preventive measures.
* Coordination meetings with Client / contractors.
* Reporting & documentation.

PREVIOUS COMPANY - H’RECK ENGINEER’S PVT.LTD

DESIGNATION : **Sr. SAFETY OFFICER**

DURATION : AUG 2015 TO FEB 2016

PROJECT : HAZIRA REFINERY PROJECT

LOCATION : GUJARAT

CLIENT : RELIANCE

**Key Responsibilities**

* Maintain and control daily **Safety** practices with regular checks of work sites, ensure that hazards are identified, precautionary measures are taken and advice trades Supervisors on **Safety** matters.
* Coordinating with project team. **Safety** implementation, Monitoring & ensuring safe area, equipment & work activities at site through inspections, walk troughs, permit to work follow ups and audits Conducting toll box talks & Safety training for employees and sub contractors. Analyzing risks and prioritizes corrective and preventive actions and advice site management accordingly ensuring that all pending **Safety** actions are closed out effectively investigating all actual and potential accidents/ incidents and report, PTWs /emergency response exercises. Maintain documentation, reports and presentations including corrective and preventive action close outs of Construction Maintenance Operational onshore offshore projects. Lifting Rigging scaffoldings man lift crane heavy equipment, JCB, Graders, Drum Rollers, and tools inspection Attend weekly monthly **Safety** meeting with clients. To achieve maximum efficiency along with zero incident and accident in workplace.
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* Ensuring safety in lifting operation, tank erection, hydro test, blasting & painting etc.
* Coordinate and participate in identifying and evaluating hazards/risks and recommend measures to reduce them.
* Investigate all industrial and non-industrial incidents and accidents involving personnel, plant and equipment including dangerous occurrences. Analyze causes, determine future action to reduce these occurrences, prepare and maintain statistical records of all incidents. Prepare the related periodic reports highlighting and analyzing problem areas and recommending preventive measures.
* Coordination meetings with Client / contractors.
* Reporting & documentation.

**PREVIOUS COMPANY - HABTOOR LEIGHTON GROUP (HLG) IRAQ**

**DESIGNATION : SAFETY OFFICER**

**DURATION : MAY 2013 TO JULY 2015**

**CLIENT : ENI / WEATHERFORD OIL TOOL MIDDLE EAST LTD.**

**PROJECT : ZUBAIR OIL FIELD DEVELOPMENT PROJECT BASRAH, IRAQ (SOC)**

**LOCATION : BASRAH, IRAQ**

##### Key Responsibilities

* Implement, maintain and control daily **HSE** practices with regular checks of work sites, ensure that hazards are identified, precautionary measures are taken and advice trades Supervisors on **HSE** matters.
* Work with contractors to promote **HSE** performance in accordance with the rules/regulations. Carry out safety audits, inspections, and safety tours to evaluate contractor performance.
* Review and analyze contractor's incidents and accident investigation reports and ensure proper follow up and close out.
* Ensure proper implementation of health and safety management system. Review contractors **HSE** plans and method statements.
* Monitor and control implementation of all procedures related to the maintenance and effectiveness of safety, lifesaving and emergency equipment and inspect work activities and equipment to ensure correct operation and that procedures are implemented. Ensure that effective records are kept and updated for all equipment under his control.
* Ensuring safety in lifting operation, tank erection, hydro test, blasting & painting etc.
* Coordinate and participate in identifying and evaluating **HSE** hazards/risks and recommend measures to reduce them.
* Coordinate and participate in the provision of **HSE** awareness courses. Prepare programs, arrange participation in conjunction with line management and give lectures using specialized audio visual equipment, hand-outs and practical demonstration.
* Participate as a leader or member of an emergency situation team, providing first line decisions concerning containment of emergency, assist the On Scene Commander and participate in detailed first aid or emergency action dictated by situation, provide reports on situations existing at the time of such incidents and present comments on causes and possible remedies.
* Investigate all incidents and accidents involving personnel, plant and equipment including dangerous occurrences. Analyze causes, determine future action to reduce these occurrences, prepare and maintain statistical records of all incidents. Prepare the related periodic reports highlighting and analyzing problem areas and recommending preventive measures.
* Conduct frequent audits and inspections to ensure the effectiveness of **HSE** programs and procedures at assigned location present recommendations for improvement and follow-up their implementation.
* Prepare detailed lists of foreseeable **HSE** requirements for operational needs, to be incorporated into the annual budget. Maintain adequate stocks of Health, Safety and Environment equipment.
* Promote Waste Management program to collect, store, transport and disposal.
* Participate in promoting the occupational health programs with all its aspects.
* Keep **HSE** Manager fully informed of all **HSE** issue.
* Ensure the adequate **HSE** training of personnel at operating on site.
* Maintain record, prepare documentaion & reporting.

**PREVIOUS COMPANY** - H’RECK ENGINEER’S PVT.LTD

DESIGNATION : **SAFETY OFFICER**

DURATION : JULY–2009 TO APRIL 2013

PROJECT : 225P JAMNAGAR REFINERY EXPANSION PROJECT

LOCATION : GUJARAT

CLIENT : RELIANCE

**Key Responsibilities**

* Insure safety in commissioning activities such as air blowing, steam blowing, water flushing, oil flushing, testing of rotating equipment like compressor, pumps, motors, fans, blowers, gas turbines, boiler, air conditioning units, firefighting equipment, Energizing of Substation and other electrical system.
* Insure safety in commissioning activities such as: pneumatic testing, hydro testing, confined space entry especially for tank and vessels.
* Familiar with Oil and gas plant commissioning as Occupational Health, Safety & Environment
* Familiar with Commissioning stage and Start up of the plant, as commissioning and Operation
* Daily audit of permits on site, hazard identification on site, gas testing in confined space
* Continuous monitoring those open flame activities in live plant areas. (Hot Works)
* Continuous monitoring gas testing on hazardous areas such as confined space area, critical valve opening, etc.
* Secured and reviewed specific permits for live plant and other specific works such as: lifting hot work, lock/tag out permit, confined space permit, etc.
* Lock out Tag out for De-energized power source.
* Monitor construction activities such as: excavation, working at heights, fabrication of spools, steel structure erection, hot works, insulation, sand blasting, hydro/pneumatic testing.
* Provide professional and accurate reporting for issues of non-compliance, and discuss possible corrective actions with management.
* Conduct daily/weekly general tool box talk to all workers/staffs involved in pre-commissioning & commissioning activities.
* Weekly audit to all electrical equipment in sub-station.
* Ensuring that PPE is adequate, maintained and appropriate for use by the employees with respect to the specific job hazard.
* Performing inspection of evaluated work location to make no fall hazards and a well as ensure 100%fire containment by fire blanket for hot work like welding grinding etc.
* Carrying out Risk Assessment and monitoring of unsafe practices and suggesting corrective action
* Preparing various emergency Scenarios and conduct exercises.
* Inspection of Permit to work system, and advising on procedures for job activities.
* Monitoring of construction site with respect to health Safety & Environment.
* Well familiar in PTW.
* Conduct initial investigation and reporting to all incident/accident on the area
* Familiarization of area by checking the evacuation root in case of emergency.
* Ensure good housekeeping is maintained within the site.
* Inspection of Plant & Machineries.
* Periodic inspection of site.

**PREVIOUS COMPANY** - SHAPORJI PALLONJI & CO LTD

DESIGNATION : **HSE OFFICER / SAFETY OFFICER**

DURATION : JULY 2006 TO JUNE 2009

PROJECT : HAZIRA CONST.

LOCATION : GUJARAT

CLIENT : LARSEN & TOUBRO

**Key Responsibilities**

* Ensuring that PPE is adequate, maintained and appropriate for use by the employees with respect to the specific job hazard.
* Carrying out Risk Assessment and monitoring of unsafe practices and suggesting corrective action
* Preparing of emergency exercises and carrying out evacuation training.
* Carrying out Safety inspection, Safety Audit and Risk Assessment.
* Welding, Scaffolding, Rigging, Working at height and other technical training,
* Preparing various emergency Scenarios and conduct exercises.
* Prepare Accident / incident investigation report; participate in investigation of serious accidents, and incidents and preparing monthly, quarterly and annual statistics.
* Improve HSE awareness among all employees using standard training aid such as Videos, Posters, Hand outs Etc.
* Advise on plant supervisions regarding defects in the vehicle, plant and equipment and monitor the rectification.
* Imparting health and hygiene courses to the catering employees regarding food handling, storage, preparation, housekeeping, cleanliness procedures etc.
* Inspection of Permit to work system, and advising on procedures for job activities. Monitoring of lifting
* Monitoring of construction site with respect to health Safety & Environment.
* Knowledge of Work Permit System.
* Ensure good housekeeping is maintained within the site.
* Periodic inspection of Fire Extinguisher and Tagging System
* Inspection of Plant & Machineries.

#### EDUCATION

####  BACHELOR IN SCIENCE

####  B.Sc (Chemistry) from BRABU University in 2005

#### PROFESSIONAL CERTIFICATION

* **DIPLOMA IN INDUSTRIAL SAFETY MANAGEMENT** from Al - ansar Technical Institute.
* **DIPLOMA IN COMPUTER (CIC) from IGNOU**
* Software : VB.Net, ASP.Net, Java, C++
* Microsoft Office : **Word, Excel, Access, PowerPoint**, FrontPage & outlook
* Operating : Windows, Networking & Hardware
* Database : **Oracle, SQL.**
* Well versed with **Internet**

#### TRAININGS ATTENDED

* Basic Life Support & First Aid training
* Basic plant safety instructions
* PTW training
* Lock out tag out (LOTO) training.
* Confined Space Training
* Lifting & Rigging Awareness Training
* Electrical Safety Training
* Gas test Training
* Hazard Identification
* Working at Height Training
* Incident investigation Training
* Hand Safety & Manual Handling
* H2S Awareness
* T.S.T.I Training
* Hazardous Material Management Training
* Productivity Through Planning & Organizing
* Introduction to HSSE & Leadership
* Cultural Awareness

#### PASSPORT DETAILS

Passport No : H5150491

Place of issue : PATNA

Date of issue : 21/05/2009

Date of Expiry : 20/05/2019

#### PERSONAL DETAILS

#### Date of Birth : 21 Nov 1979

Marital Status : Married

Nationality : Indian

Sex : Male

Religion : Islam

Languages Known : English, Arabic, Hindi and Urdu

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